



Regular Council Meeting

AGENDA January 18, 2024.

Regular Council Meeting of the Council for the Village of Lougheed will be held on Thursday, January 18, 2024, in Council Chambers at the Municipal Office in Lougheed, Alberta, commencing at 6:00 p.m.

1.0 CALL TO ORDER AND RELATED BUSINESS

1.1 Call to Order.

1.2 Adoption of Agenda.

1.3 Adoption of Minutes December 21, 2023, Regular Council Meeting

2.0 ITEMS FOR DISCUSSION AND RELATED BUSINESS

2.1 **Zoom Call 6:05 p.m.** - Suzanne Leshchyshyn - Lion Club Lougheed.

2.2 Public Question Period.

2.3 Council Question Period.

C.P. Rail - Documentation.

W.T.P. Update.

Outdoor Skating Rink.

Sale of residential lots, closing date: April 30, 2024.

C.F.E.P. Grant - \$125,000.00.

Royal Canadian Legion C.J. Kinross VC Branch 180

2.4 Administration Reports.

Public Works Foreman Report - January 2024.

Water Treatment Plant Report - January 2024.

C.A.O. Report - January 2024 - Task Management.

3.0 REQUESTS FOR DECISION

RFD 24-01-001 December Financials.

RFD 24-01-002 December Accounts Payable & Bank Reconciliation

4.0 REPORTS

4.1 Mayor Sieben:

F.R.E.S.S. December 20, 2023.

Next: January 24, 2024.

F.F.C.S. December 13, 2023.

Next: February 14, 2024.

4.2 Deputy Mayor Johnsen:

F.R.H.G. December 5, 2023.

Next: February 6, 2024.

Lougheed Public Library

December 4, 2023.

Next: T.B.D.

4.3 Councillor Cole:

F.R.S.W.M.A. January 22, 2024.

Next: T.B.D.

B.R.A.E.D. March 21, 2024.

Next: T.B.D.

P.R.L.S.B. November 16, 2023.

Next: T.B.D.

R.C.A.C. December 5, 2023.

Next: T.B.D.

5.0 CORRESPONDENCE:

5.1 Flagstaff County Meeting Agenda:

5.2 PACE - Email Rhonda. January 8, 2024.

5.3 Flagstaff Regional Emergency Services Society – 2024 Budget Letter.

5.4 Interagency Minutes January 2, 2024.

5.5 A.H.S. Zoom Meeting Workshops.

5.6 Flagstaff Victim Services - 12th Red Serge Ball - March 16, 2024.

- 5.7 Canada Summer Jobs - Approval application - 0-23525824. April 2024.
- 5.8 Assessment Bulletin 23-01 – Linear Property. - Wag Assessments XML.
- 5.9 Minister Schultz - Alberta Environment & Protection Areas. 2023 Drought.
- 5.10 Dan Rude - C.E.O. ABMUNIS - Elected officials Education Program (EOEP)
- 5.11 Lougheed Ag Society A.G.M. - Financials.
- 5.12 Peace Officer quarterly report.

6.0 CLOSED SESSION

- 6.1 Protection of Privacy Act - RSA 2000 Chapter F-25. F.O.I.P. Section 17 (1)
 - (A) C.A.O. Performance Review Sign-off.

7.0 ADJOURNMENT.

1.3



Village of Loughheed Regular Council Meeting Minutes December 21, 2023.

A Regular Council Meeting was held in the Village of Loughheed Council Chambers at 6:00 p.m. on Thursday, December 21, 2023.

ATTENDANCE: Mayor Sieben, Deputy Mayor Johnsen, Councillor Cole.

OTHERS PRESENT: C.A.O. Richard Lavoie.

ABSENT: NONE.

1.1 CALL TO ORDER:

Mayor Sieben called the meeting to order at 5:56 p.m.

1.2 ADOPTION OF AGENDA:

159/23 MOVED by Mayor Sieben to adopt the December 21, 2023, agenda as amended.

CARRIED

1.3 ADOPTION OF MINUTES:

160/23 MOVED by Councillor Cole to accept the Regular Council Meeting Minutes of November 19, 2023, as presented.

CARRIED

Village of Loughheed-Regular Council Meeting Minutes - December 21, 2023.

____ CEO

____ CAO

2.0 ITEMS FOR DISCUSSION & RELATED BUSINESS:

2.1 Delegation

Tien Cote. Water Treatment Plant Update/Water loss.
Mr. Cote did not attend the meeting.

2.2 Public Question Period

None.

2.3 Council Question Period

Christmas Light Contest - Winners.
Outdoor Rink.
Libraries - Support from other smaller Municipalities.
Lion's Club.
C.P. Rail.

2.4 Administration Reports

Public Works Foreman - No Report.
Water Treatment Plant - Water usage. - Late reporting.
C.A.O. Task Management List (10)

161/23 MOVED by Deputy Mayor Johnsen THAT the council accepts all the administration reports as information.

CARRIED

162/23 MOVED by Deputy Mayor Johnsen THAT the C.A.O. gathers and brings all the correspondence and past resolutions regarding C.P. Rail to the council for deliberation at the next meeting.

CARRIED

3.0 REQUEST FOR DECISION:

RFD-23-12-083 Financial November 1 - November 30, 2023.

162/23 MOVED by Mayor Sieben THAT Council for the Village of Loughheed accepts the financial reports for the period ending November 30, 2023, as information.

CARRIED

RFD 23-12-084 Accounts Payable Nov. 1 - Nov. 30, 2023.

163/23 MOVED by Deputy Mayor Johnsen, THAT Council accept the report "Cheque Listing for Council." Totaling \$ 51,299.50. as information.

CARRIED

RFD-23-12-085 2024 Village of Loughheed Operating Budget.

164/23 MOVED by Mayor Sieben, THAT Council for the Village of Loughheed accepts the 2024 Interim Operating budget is based on the 2023 approved Operating Budget as depicted in the provided Revenue and Expense Report.

CARRIED

RFD-23-12-086 Offer to Purchase ROLL 19500 & ROLL 19600.

165/23 MOVED by Councillor Cole, THAT Council for the Village of Lougheed accepts the offer to purchase on ROLL 19500 & 19600 for \$6,000.00 as per the Real Estate Offer to Purchase presented by Dwayne & Kimberly Helgeson, dated December 5, 2023. If accepted, the C.A.O. & the C.E.O. will execute this contract on behalf of the Village of Lougheed. Nickerson Roberts L.L.P. in Wainwright to close this contract.

CARRIED

RFD-23-12-087 2024 Village of Lougheed Capital Budget

166/23 MOVED by Deputy Mayor Johnsen, THAT Council for the Village of Lougheed to accept the 2024 Interim capital budget based on the 2023 approved Capital budget.

CARRIED

RFD-23-12-088 2024 F.R.E.S.S. Operating Budget & 2024 Requisition Report.

167/23 MOVED by Mayor Sieben THAT Council for the Village of Lougheed accepts the 2024 F.R.E.S.S. Budget passed at the December 20, 2023 meeting. The 2024 requisition for the Village of Lougheed will be 17,684.45.

CARRIED

RFD-23-12-089 Offer to Purchase. ROLL 10400

168/23 MOVED by Deputy Mayor Johnsen, THAT Council for The Village of Lougheed accepts the offer to purchase on ROLL 10400 for \$1,500.00 as per Real Estate Offer to Purchase

presented by Gabriella Zerr & Dwayne Ochs, dated December 1, 2023. If accepted, the C.A.O. & the C.E.O. will execute this contract on behalf of the Village of Lougheed. Nickerson Roberts L.L.P. in Wainwright to close this contract.

CARRIED

RFD-23-12-090 ATB REVOLVING LINE OF CREDIT \$110,000.00

169/23 MOVED by Deputy Mayor Johnsen THAT Council for The Village of Lougheed authorizes the C.E.O. Shawn Sieben & C.A.O. Richard Lavoie to execute Form 7115 (Rev. 11/19.) Municipal Borrowing Bylaw as presented.

CARRIED

RFD-23-12-091 2024 PLAYGROUND PROPOSAL BLUE IMP.

170/23 MOVED by Councillor Cole THAT Council for the Village of Lougheed instructs the C.A.O. to engage Blue Imp. Play Strong to proceed in principle with the layout of Job 562 # A10710-2C1, along with the grant application completion under the Community Facility Enhancement Program for \$150,000.00. The final budget and completion date are to be determined by the council at a later date.

CARRIED

4.0 COUNCIL REPORTS:

4.1 Mayor Sieben

**F.R.E.S.S. (Flagstaff Regional Emergency Services Society.)
December 20, 2023. Next: January 24, 2024.**

**F.F.C.S. (Flagstaff Family & Community Services.)
December 13, 2023. Next: February 14, 2024.**

4.2 Deputy Mayor Johnsen
F.R.H.G. (Flagstaff Regional Housing Group)
December 5, 2023. Next: February 6, 2024 ZOOM

Lougheed Public Library
December 2, 2023. Next: T.B.D.

Parkland Regional Library System
November 16, 2023. Next: T.B.D.

4.3 Councillor Cole

F.R.S.W.M.A. (Flagstaff Regional Services Waste Management Association)
November 27, 2023. Next: January 22, 2024.

B.R.A.E.D. (Battle River Alliance Economic Development)
November 29, 2023. Next: March 21, 2024.

R.C.A.C. (R.C.M.P. Citizen Advisory Committee)
December 4, 2023. Next: T.B.D.

171/23 MOVED by Mayor Sieben to accept all of the Councillor's reports as information.

CARRIED

5.0 CORRESPONDENCE:

5.1 Flagstaff Council Meeting Agenda: November 22, 2023.

5.2 PACE - Email Rhonda Baron - Revised Lease - Letter of support.

5.3 Interagency Minutes. December 5, 2023.

5.4 Appeal process Fire Invoices. November 2, 2023, Howard Shield

- 5.5 Alberta Municipalities - 2024 Renewal letter - Benefit Services.**
- 5.6 Flagstaff Informed Response Sharing Team.**
- 5.7 2024 Revised Village of Lougheed Committee Representatives.**
- 5.8 2024 Budget approval letters - All Committee Members.**
- 5.9 2024 Christmas Light Contest Poster.**
- 5.10 2024 Christmas Office Hours Poster.**
- 5.11 Information Request - Municipal - Federal Agreements.**
- 5.12 Bulletin 01/2024 Key Municipal Dates - Jan. 1 - Mar. 31, 2024.**
- 5.13 Fortis Alberta 2024 Estimated Distribution - Transmission Rates.**
- 5.14 Alberta Municipal Affairs - 2022 MAP Report - Incomplete items
Timeline completion date - January 6, 2024. Ext: May 31, 2024.**
- 5.15 Alberta Municipal Affairs 2024 L.G.F.F. Program announcement.**

6.00 CLOSED SESSION:

- 6.1 Protection of Privacy Act – R.S.A. 2000 Chapter F-25.
F.O.I.P. Section 17 (1) Disclosure of personal
information, personal privacy.**

172/23 MOVED by Mayor Sieben THAT Council for the Village of Lougheed move into a closed session at 8:46 p.m., under the following sections of the F.O.I.P. Act, Section 17(1) Personal privacy. **CARRIED**

173/23 MOVED by Mayor Sieben THAT Council for the Village of Loughheed move out of a closed session at 9:41 p.m., under the following sections of the F.O.I.P. Act, Section 17(1) Personal privacy.

CARRIED

174/23 MOVED by Mayor Sieben THAT Council for the Village of Loughheed has verbally completed the 2023 C.A.O. performance evaluation and hereby authorized a 3% C.O.L.A. increase for 2024 as per contract.

7.0 ADJOURNMENT: Mayor Sieben adjourned the Regular Council meeting at 9:42 p.m.

Shawn Sieben, Mayor.

Richard A Lavoie, C.A.O.

2.1

From: Suzanne Leshchyshyn <lionsuzanne2223@gmail.com>
Sent: January 9, 2024 7:53 PM
To: Shawn Sieben
Cc: cao@lougheed.ca; John Cole
Subject: Re: Village of Lougheed - Lion Club discussion

Thank you Mayor Shawn, I look forward to hearing the details.
Talk on the 18th!

Suzanne
Regards,
Lion Suzanne Leshchyshyn, IPDG
District C-1 - lionsC1.org
C1 District GET (Extension) Coordinator
MDC GLT (Leadership) Coordinator
403-872-2622

Mayor Sieben
add this to
(our spring
OPEN HOUSE)

On Tue, Jan 9, 2024 at 6:42 PM Shawn Sieben <shawn.sieben@lougheed.ca> wrote:

Good evening Suzanne,

Happy New Year to you as well!

I've included my fellow council members on this email as well as our CAO. We will get you added to the upcoming delegation for the Jan 18th council meeting via zoom call. We start our meetings at 6 pm and normally we have delegations right near the beginning of the meeting and I would need Richard to speak for how long we can let you present for. We normally haven't had any specific timelines on presenting in the past to my knowledge.

Looking forward to speaking with you on the 18th!

Regards,

Shawn Sieben

Mayor

Village of Lougheed

From: Suzanne Leshchyshyn, PDG <lionsuzanne2223@gmail.com>

Sent: January 9, 2024 9:43 AM

To: Shawn Sieben <shawn.sieben@lougheed.ca>

Subject: Re: Village of Lougheed - Lion Club discussion

Good morning Shawn,

Happy New Year!

I'm following up from our prior conversation about speaking to your council on Jan 18. I feel zoom is the best option for the initial presentation and discussion. Please let me know the time I would be on your agenda and how many minutes I would have.

I look forward to hearing from you. Thank you.

Regards,

Lion Suzanne Leshchyshyn

On Dec 15, 2023, at 4:32 PM, Suzanne Leshchyshyn <lionsuzanne2223@gmail.com> wrote:

Hi Shawn,

Thank you for the call and email. I look forward to our future discussion of Lions Clubs International. What our global service organization supports and what opportunities there may be in the local community. As mentioned there was a prior very active Lions club in Lougheed. The former club had a 47 year history in the community, and contributed through service which resulted in many community benefits. Our meeting would explain what Lions are about and how

the community could once again benefit from a strong service organization, and help meet identified needs in the community.

We will catch up early in the new year.

Merry Christmas!

Regards,

Lion Suzanne Leshchyshyn

Immediate Past District Governor, C-1

District C1 Global Extension Coordinator

Multiple District C Global Leadership Coordinator

403-872-2622

On Tue, Dec 12, 2023 at 6:51 PM Shawn Sieben <shawn.sieben@lougheed.ca> wrote:

Good evening Suzanne,

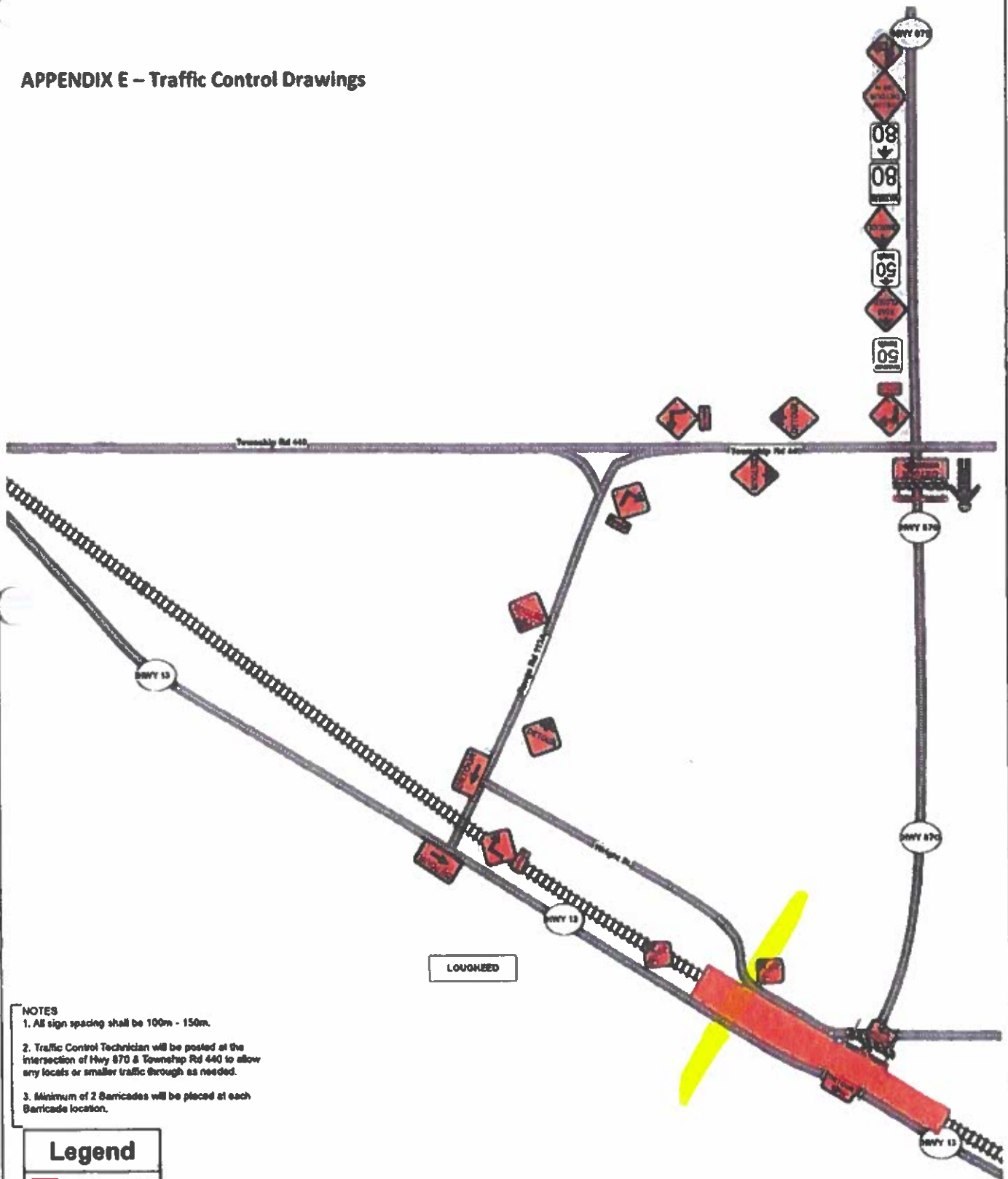
Thank you for having the time to discuss the Lion's Club this evening. As we spoke about we can look at chatting again around Jan 4th in the new year to get you added to our council agenda on our next council meeting on Jan 18th. You can either attend via zoom call or in person which ever you feel works better. I think it would be good to have a discussion on what the Lion Club aims to accomplish in a community and what the club would need in the local community as well. I'll ensure to let our local council know what we want to talk about beforehand so they are prepared for the discussion.

Please let me know if you have any questions or concerns of the Village and I will try to get back to you in a timely manner.

Regards,

Shawn Sieben



APPENDIX E – Traffic Control Drawings



- NOTES**
1. All sign spacing shall be 100m - 150m.
 2. Traffic Control Technician will be posted at the intersection of Hwy 870 & Township Rd 440 to allow any locals or smaller traffic through as needed.
 3. Minimum of 2 Barricades will be placed at each Barricade location.

Legend

 Work Area

ADAM'S TRAFFIC CONTROL LTD.	Client	Canadian Pacific Railway	Start	October 27, 07:30	 Plan Scale 
	Project	Wetaskwin Subdivision Hwy 870	End	October 28, 18:00	
	Location	Lougheed, Alberta			

Alberta Transportation and Economic Corridors Permit No. **2023-0033845** is issued to the above named Permittee under authority of Section 14 of the *Highways Development and Protection Act* (the Act) authorizing the works listed herein, and a further application is required for any changes or additions.

The approved site plan/drawing forms a part of this permit and any changes to the approved site plan/drawing will require an amendment or a new permit application.

This permit is subject to the following terms and conditions, which should be carefully reviewed:

1. This permit is subject to the provisions of Section 11-19 inclusive of the Highways Development and Protection Act (Chapter H-8.5 2004), amendments thereto, and Highways Development and Protection Regulation (Alberta Regulation 326/2009) and amendments thereto.
2. This permit is issued subject to any other municipal, provincial, or federal approvals that may be required. Issuance of a permit by Alberta Transportation and Economic Corridors does not guarantee the permittee will be able to obtain other required approvals and does not excuse violation of any regulation, bylaw, or Act that may affect the proposed development.
3. The Permittee consents to a person designated by Alberta Transportation Alberta Transportation and Economic Corridors to enter upon land during construction and again upon completion of construction for the purpose of inspection to ensure the terms and conditions of this permit are met.
4. All works authorized by this permit shall be constructed, altered, maintained or operated at the sole expense of the Permittee. The permittee expressly waives any right to claim damages or compensation (including injurious affection) for development, signs or other encumbrances that are placed in an area required for future widening of the highway right of way for highway improvement purposes
5. In consideration of the permit issued in respect to this physical means of access, the Permittee shall indemnify and hold harmless Alberta Transportation Alberta Transportation and Economic Corridors, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized.
6. The Permittee shall conform to the removal plans as stated. Failure to conform to the approved site plan/ drawings without an approved amendment may result in enforcement measures as laid out in the Act.
7. Approval of companies having buried utilities within the project limits shall be obtained prior to construction. Coordination of utility relocation required to accommodate construction is the responsibility of the permittee.
8. Transportation and Economic Corridors is under no obligation to reissue a permit if the construction is not commenced before expiry of this permit.
9. The permittee or their contractor shall contact the MCI - Dwight Rewega, (780)608.5718 prior to construction in highway right of way. The permittee shall arrange an inspection of the work by the MCI- Maintenance Contract Inspector prior to construction equipment leaving the work site.
10. Permit authorizes the removal of the noted existing temporary highway access at the location shown and to the attached or referenced

specifications, and shall be constructed and maintained to the satisfaction of Transportation and Economic Corridors. The access removal will not involve any workers, equipment or ground disturbance within 9 meters from paved edge of highway as stated by the Village of Lougheed, unless a Traffic Accommodation Strategy is submitted and approved by this office.

11. It is the Permittee's responsibility to ensure that highway signing, guide posts (delineators), and guard rail at the intersection is installed to the satisfaction of Transportation and Economic Corridors. The costs of doing this work are the responsibility of the Permittee.

12. Transportation and Economic Corridors reserves the right to intervene during any phase of the construction in order to fulfill any of the conditions listed in this permit. This would only occur when the safety of the travelling public, or the effective operation of the highway system, is jeopardized by lack of attention and care by the permittee or failure of the permittee to fulfill the conditions outlined in this permit. In these cases, the costs for work undertaken by department forces, or their assignors, shall be the responsibility of the Permittee.

13. The permittee will be held responsible for any settlement, surface failures, or other failures that may occur as a result of the construction for a period of two years from the date the project is completed and accepted by Transportation and Economic Corridors

14. This permit approves only the stated removal work described herein and on the attached, and a further application is required for any changes or additions. No additional highway access is approved by this permit.

15. All highway accesses are to be considered temporary. No compensation shall be payable to the Permittee or their assigns or successors if Transportation and Economic Corridors removes or relocates the access or if highway access is removed and an alternate means of access is provided via a service road or municipal road.

Failure to comply with the terms and conditions of this permit is an offense pursuant to Section 35 of the Highways Development and Protection Regulation (the Regulation), and may result in enforcement or penalties as described in Section 55 of the Act and Section 35-36 of the Regulation.

This permit is valid for a period of **two years from the date of issuance**. If the works authorized by this permit have not commenced within this timeframe, the permit expires and the Permittee must submit a request for an extension, or reapply for a new permit, if they wish to proceed. Alberta Transportation is under no obligation to reissue a permit if the development is not commenced before expiry of this permit.



Issued by **Cindy Skjaveland, Development & Planning Technologist**, on **March 17, 2023** on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation Delegation of Authority*

Z Choice Pollution Liability and Real Estate Environmental Liability Application



THIS APPLICATION IS FOR A POLICY PROVIDING COVERAGE ON A DISCOVERY AND/OR CLAIMS MADE AND REPORTED BASIS DEPENDING UPON THE COVERAGE LISTED AS PROVIDED IN THE DECLARATIONS. WHERE LEGALLY PERMISSIBLE, PAYMENT OF DEFENSE COSTS ERODES THE LIMITS OF LIABILITY.

Zurich Insurance Company Ltd,
First Canadian Place,
100 King Street West, Suite 5400
P.O. Box 290
Toronto ON M5X 1C9

Instructions

1. All questions must be answered, and you must provide all data requested in the instructions below, if applicable. If space is insufficient, attach additional sheets of paper.
2. Sections III and IV of the application must be completed for each location.
3. As applicable, please attach the following:
 - a. Loss information or reports of any discharges, releases or spills that could reasonably be expected to result in a loss or claim.
 - b. Emergency response or spill contingency plans (if any).
 - c. Details of any due diligence processes in use when acquiring new locations or properties, to include a copy of any written procedures and/or policies.
4. As applicable, please attach the following:
 - a. Copies of all Environmental Site Assessment reports (including but not limited to all federal, provincial and territorial environmental site assessment report requirements); and
 - b. all federal, provincial and territorial regulatory correspondence and documentation related to environmental site requirements and assessments
relevant to the locations for which coverage is being sought.
5. As applicable, please attach the following:

A list of environmental insurance policies for the past five (5) years relevant to the locations for which this coverage is being sought, including the dates of issuance, identification of the insurer, applicable retroactive dates (if any), and limits of liability.
6. Please attach the latest year-end audited financial statements if requesting a deductible of \$100,000 or greater.
7. Please provide a list of additional insured entities and/or additional named insured entities, and describe their relationship to the Applicant.
8. Please provide a copy of the entity's most recent organizational chart or a diagram of the corporate structure.

By submitting personal information to Zurich Insurance Company Ltd ("Zurich") and its authorized representatives respecting individuals insured or covered by this policy, you acknowledge and confirm that you have obtained, and are retaining, the consent of such individuals to the collection, use and disclosure of their personal information for the purposes of securing and administering such insurance coverage(s).

Personal information is processed by Zurich and its affiliates and service providers, both domestic and foreign.
Contact the Zurich Privacy Officer for information on foreign service providers at compliance.zurich.canada@zurich.com.

For the purpose of the *Insurance Companies Act* (Canada), this document was issued in the course of the Company's insurance business in Canada

General Information

- 1. Applicant: Village of Lougheed
- 2. Identify Parent Company (if applicable): NA
- 3. Applicant mailing address/Street address: 5004 50 Street Box 5
City: Lougheed Province: Alberta Postal Code: T0B2V0
- 4. Telephone number: 780-386-3970
- 5. Fax number: 780-386-2136
- 6. Contact name and title: Karen O'Connor, CAO
- 7. E-mail address: cao@lougheed.ca
- 8. Website address: www.villageoflougheed.com
- 9. Applicant is a:
Corporation Partnership Joint venture Individual LLC
REIT REMIC Mezzanine Financing Arrangement Other
If other, please explain:

- 10. Proposed effective date of coverage: Immediately
- 11. During the last five (5) years, has any insurance been declined or canceled?
Yes No If yes, provide details:

- 12. What is the property interest of the Applicant:
Owner Tenant Lender Partner Other
If other, please explain:
User of gravel road owned by CP Rail

- 13. Is the Applicant also the occupant of the insured location(s)?
Yes No
- 14. Is the Applicant aware of any natural resource damage, assessments or any threat to endangered species, protective habitat or other similar resources/species?
Yes No If "Yes", attach a detailed explanation.
- 15. What is the primary reason the Applicant is seeking environmental insurance at this time?
Contract Agreement insurance requirement

II. Coverage Options

- 16. Policy term:
One year Three years Five years Ten years
If other, _____ years.

- 17. Limit of liability – Each Pollution Event Limits:
\$1,000,000 \$2,000,000 \$5,000,000
\$10,000,000 \$20,000,000 \$25,000,000
If other, \$ _____

- 18. Limit of liability – Aggregate/Total Policy Limit:
\$1,000,000 \$2,000,000 \$5,000,000
\$10,000,000 \$20,000,000 \$25,000,000
If other, \$ _____

- 19. Deductible:
\$25,000 \$50,000 \$100,000 \$250,000 \$500,000
If other, \$ _____

Covered Location Description

20 Please provide the information in the tables below for each location for which you are seeking coverage. For additional locations, please provide a separate document addressing the information requested in the tables.

Location #1	Location Name (if any): Wright Avenue	Number of Years Current Ownership/Operations: _____ Years
Number of Buildings: 0	Age(s) of Building(s): NA Years	Total Square Footage of Building(s): NA
Street Address:	Wright Avenue	
City, Province, Postal Code	Lougheed, Alberta T0B2V0	
Past Use:	gravel road	
Current Use:	gravel road	
Future Use, including detailed capital improvement plans: NA		
Please provide a detailed description of operations, including chemical usage, waste materials produced, and waste storage areas at Location #1: None. Road used by Municipality and farmers around the areas to access other roads/properties		

Location #2	Location Name (if any):	Number of Years Current Ownership/Operations: _____ Years
Number of Buildings:	Age(s) of Building(s): _____ Years	Total Square Footage of Building(s):
Street Address:		
City, Province, Postal Code		
Past Use:		
Current Use:		
Future Use, including detailed capital improvement plans:		
Please provide a detailed description of operations, including chemical usage, waste materials produced, and waste storage areas at Location #2:		

Location #3	Location Name (if any):	Number of Years Current Ownership/Operations: _____ Years
Number of Buildings:	Age(s) of Building(s): _____ Years	Total Square Footage of Building(s):
Street Address:		
City, Province, Postal Code		
Past Use:		
Current Use:		
Future Use, including detailed capital improvement plans:		
Please provide a detailed description of operations, including chemical usage, waste materials produced, and waste storage areas at Location #3:		

IV. Historical Environmental and Regulatory Information

21. Have there been any occupants/tenants that generated, stored or handled regulated substances?
 Yes No Unknown
 If "Yes", attach details.
22. Are there any current occupants/tenants that generate, store or handle regulated substances?
 Yes No
 If "Yes", attach details.
23. Are there now, or have there ever been any lagoons, cesspools, collection ponds, septic system/leach fields, landfilling, etc.?
 Yes No Unknown

If "Yes", attach details.

24. Are there any current or former operations that require (according to any federal, provincial, territorial or municipal ministry, department or agency) closure or post-closure activities?
Yes No Unknown

If "Yes", attach details.

25. Are there wetlands on site? Yes No
a. If "Yes", are the wetlands delineated? Yes No
b. If "Yes", will the wetlands be impacted by any proposed development? Yes No

26. Have there been any remedial actions conducted?
Yes No Unknown

If "Yes", attach details, including regulatory status.

V. Transaction Information

N/A

27. Coverage is being requested in conjunction with a:

New purchase Refinancing Other If other, provide details:
Lease agreement

28. Other than a contract to buy or sell the property identified above, is there any relationship between the Applicant and the seller?

Yes No If "Yes", provide details:

29. Is there an environmental indemnification agreement being utilized in this transaction?

Yes No

If "Yes", provide a complete copy of the document containing the indemnification agreement.

VI. Storage Tank Information

N/A

30. Are there any underground storage tanks (USTs) or above ground storage tanks (ASTs) at the property?
Yes No Unknown

If "Yes", and you are seeking coverage for any USTs or ASTs, please complete Addendum A.

31. Have any USTs been removed, abandoned or closed in place?

Yes No Unknown

If "Yes", has a regulatory agency issued a "No Further Action" letter or given some other form of approval for the closure of the UST(s)?

Yes No Unknown

If "Yes", attach a copy of confirming documentation.

VII. Mold – Indoor Air Quality Information

32. Have any buildings experienced construction/maintenance defects, leaks or flooding from roofing, basement, plumbing, sewer, window or other problems?

Yes No If "Yes", please describe:

33. Do any buildings currently have visible mould growth?

Yes No If "Yes", please list those properties and describe:

34. Has indoor air quality or mould testing, or abatement or remediation, been conducted at any location?

Yes No If "Yes", please list those properties and attach copies of the reports:

35. Have any building occupants or guests made or threatened complaints, demands or claims regarding health problems potentially related to mould or building conditions?

Yes No If "Yes", please describe:

36. Do the properties have a written heating, ventilation and air conditioning (HVAC) management policy and procedures manual?

Yes No

If "Yes", please attach a copy of the manual.

37. Do the properties have a written mould management plan?

Yes No

If "Yes", please attach a copy of the plan.

38. Do you have a documented complaint procedure in place?

Yes No

39. What is the current vacancy rate of properties proposed for coverage? NA%

VIII. Contractors Pollution Liability Information

N/A

40. Do you perform contracting operations for others?

Yes No

If "Yes", please provide a detailed description of all contracting operations proposed for coverage.

41. Revenues:

Next 12 months:

Current year:

Prior year:

42. Has the Applicant ever been subject to any claim or complaint by any client or other third party arising out of contracting operations?

Yes No If "Yes", please provide a detailed description:

IX. Representations and Warranties

43. Have there ever been any claims made against the Applicant* arising from the release, alleged release or threatened release of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any location for which this application is being made?

Yes No If "Yes", please describe:

44. Is the Applicant* aware of any fact, circumstance or situation that could result in a claim(s) being made against it or any other person or entity for whom coverage will be sought arising from the release, alleged release or threatened release into the environment of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any location for which this application is being made?

Yes No If "Yes", please describe:

45. Has the Applicant* ever been, or is the Applicant* currently being prosecuted for any violation of any standard or law arising from the release, alleged release or threatened release into the environment of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any location for which this application is being made?

Yes No If "Yes", please describe:

46. Is the Applicant* aware of any past or present reportable discharges, contamination, releases or spills of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any locations for which this application is being made or from any immediately adjacent locations?

Yes No If "Yes", please describe:

* For purposes of questions 43 through 46 above and for the representations below, "Applicant" includes the entity listed in question 1, together with any director, officer, partner or manager thereof.

Declarations:

The undersigned represents that every effort has been made to facilitate the proper completion of this application. The discovery of any fraud, intentional concealment, or misrepresentation of any material fact will render this Policy, if issued, void at inception. Receipt and review of this application does not bind the Insurer to provide this insurance.

It is agreed by the undersigned and the Applicant* that the particulars and statements made in this application, together with all attachments to this application and any other materials submitted to the Insurer (all of which attachments and materials shall be deemed attached to the policy as if physically attached thereto) shall be the representations of the Applicant*. It is further agreed by the undersigned and the Applicant that this policy, if issued, is issued in reliance upon the truth of such representations that are incorporated into and made part of this policy.

After inquiry of the Applicant*, the undersigned authorized officer of the Applicant* represents that the statements set forth in this application and its attachments and other materials submitted to the Insurer are true and correct and that no material or relevant facts have been suppressed or misstated. Signing of this application does not bind the Applicant* or the Insurer.

The undersigned further declares that any event taking place between the date this application was signed and the effective date of the insurance applied for which may render inaccurate, untrue, or incomplete any information in this application, will immediately be reported in writing to the Insurer.

Applicant Information

Applicant's Authorized Signature	
Printed Name of Authorized Person	Karen O'Connor
Title	CAO
Date	August 4, 2022

Brokerage Agency Information

Name of Brokerage	AUMA Insurance
Brokerage Representative	Luis Vazquez
Address	300, 8616 51 Ave NW
City/Province/Postal Code	Edmonton, AB T6E 6E6
Telephone Number	310-MUNI /877-421-6644
Fax Number	
Primary Contact's E-mail Address	Luis@abmunis.ca

CANADIAN PACIFIC RAILWAY COMPANY
License Agreement

THIS LICENSE made this 9th day of March 2020.

BETWEEN:

CANADIAN PACIFIC RAILWAY COMPANY

a body corporate incorporated
under the laws of Canada
(hereinafter called the "Licensor")

- and -

VILLAGE OF LOUGHEED

a body corporate incorporated
under the laws of Canada
(hereinafter called the "Licensee")

ARTICLE 1 - LAND

In consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of the Licensee, to be paid, observed and performed, the Licensor, being registered or entitled to become registered as owner of that parcel of land and premises of the Licensor located at LOUGHEED in the Province of ALBERTA excepting thereout all mines and minerals, and being composed of:

1.06 Acres more or less
(hereinafter called the "Licensed Premises")

as shown outlined in blue on a plan attached hereto as Schedule "A" and forming part hereof, agrees to grant to the Licensee the Licensed Premises, subject to the following terms, covenants and conditions.

SAVING AND RESERVING to the Licensor the rights to construct and operate a track or tracks of railway over any part of the Licensed Premises not actually covered by any building or structure hereinafter mentioned, and of access to enter for such purposes the whole of the Licensed Premises without liability on the part of the Licensor to pay for compensation or damages respecting any damage resulting from the exercise of these rights, except as provided for in Article 17.

ARTICLE 2.01 – TERM

TO HAVE AND TO HOLD the Licensed Premises for a term of Five (5) years commencing on the First (1st) day of April 2020, (hereinafter called the "Term").

ARTICLE 2.02 - RENTAL PAYMENT

The Licensee shall pay the Licensor, without any deduction, set off, or abatement whatsoever, yearly and every year or portion thereof during the Term the sum of One Dollar (\$1.00) plus GST, payable in advance on the First day of April in each year during the Term.

ARTICLE 2.03 - INTEREST

If the Licensee fails to pay when due and payable any rent, additional rent or other sum required to be paid by the Licensee to the Licensor pursuant to this License, the unpaid amounts shall bear interest from the due date

thereof to the date of payment at the rate of eighteen percent (18%) per annum, (one and one-half percent (1 ½ %) per month) payable monthly (or if such rate of interest shall become unlawful, at the maximum rate permitted by law).

ARTICLE 2.04 -TERMINATION

If:

- a) the Licensee becomes bankrupt, insolvent, or an order is made for the winding up or liquidation of the Licensee;
- b) a receiver is appointed in respect of the whole or any part of, the assets of the Licensee;
- c) Licensee ceases to carry on its business;
- d) Licensee is in breach of Article 18 of this License; or
- e) Licensee fails to pay Licensor the rent or any other amounts provided for herein (or any part thereof) or Licensee is in breach of any other term of this License, or fails to perform any obligation to the satisfaction of Licensor, and such breach or failure remains uncured for more than ten (10) days after Licensor has given written notice to Licensee specifying such breach and demanding that the same be remedied;

Licensor may, at its sole option and without restricting any other legal remedy it may have, immediately terminate this License, without liability, by written notice to the Licensee.

ARTICLE 2.05 – TERMINATION FOR CONVENIENCE

Notwithstanding any other provision of this License, this License may be terminated at any time, by either party giving Ninety Days (90) days written notice of termination to the other party without liability to such other party for damages or compensation by reason of such termination.

ARTICLE 2.06 - OPTION TO RENEW

Provided that the Licensee shall not have been in default of any of the terms covenants and conditions herein contained, at the expiration of the Term, the Licensee shall have the option to renew the License Agreement for a further period of **Five (5) years**, by providing three (3) months' prior written notice to the Licensor, upon the same terms covenants and conditions as are contained in this License, and thereafter the License as renewed shall continue in force from year to year as a yearly License, and shall be construed during the renewal term as if the word "Term" referred to that renewal term.

ARTICLE 3 - USE

The Licensed Premises shall be used and occupied by the Licensee, in a lawful manner, solely for the purpose of a roadway (Continuation of Wright St) on the Licensed Premises, as defined in Schedule "A"

ARTICLE 4 ASSIGNMENT

The Licensee shall not assign this License in whole or in part, nor sublet all or any part of the Licensed Premises, nor mortgage, or encumber this License or the Licensed Premises or any part thereof, nor suffer or permit the occupation of all or any part thereof by others except with the prior written consent of the Licensor, (such consent not to be unreasonably withheld) and subject to such terms and conditions as deemed appropriate by the Licensor.

ARTICLE 5 - TAXES

The Licensee shall pay the real property taxes attributable to the Licensed Premises when due, and the Licensee shall pay when due all other taxes, rates, duties, local improvements and assessments and other charges that may be levied, rated, charged or assessed against all improvements, equipment and facilities of the Licensee on or in the Licensed Premises, or in respect of rents or other amounts payable to the Licensor by the Licensee in respect of the Licensed Premises, and every tax and License fee in respect of any and every business carried on thereon or therein or in respect of the use or occupancy thereof by the Licensee (and any and every sub-Licensee or licensee), whether the taxes, rates, duties, local improvements, assessments and license fees are charged by a municipal, parliamentary, school or other body during the Term, and will indemnify and keep indemnified the Licensor from and against payment for all loss, costs, charges and expenses occasioned by, or arising from any and all such taxes, rates, duties, local improvements, assessments, license fees, and any and all taxes which may in future be levied in lieu of such taxes, and any such loss, costs, charges and expenses suffered by the Licensor may be collected by the Licensor as rent with all rights of distress and otherwise as reserved to the Licensor in respect of rent in arrears.

The Licensee shall also be responsible for the payment of all goods and services taxes (and any similar or replacement taxes) in respect of any amounts payable, hereunder by the Licensee and shall reimburse the Licensor immediately upon demand for all such amounts payable or paid by the Licensor according to the law in respect to such taxes.

ARTICLE 6 - IMPROVEMENTS

The Licensee shall not, without the prior written consent of the Licensor, which consent shall not be unreasonably withheld, request nor cause to be requested, by application or otherwise of any local authority, municipality, or other person, firm, business or partnership, the making of Improvements (as defined in Article 8.01 hereof) to the Licensed Premises or to any adjoining lands which, if made, would increase the taxes on the whole or any part of the Licensed Premises under any municipal taxation legislation of the Province in which the Licensed Premises are situated or any amendments thereto, or under any regulations thereunder or any legislation or regulations in pari materia therewith. Any such request for the making of Improvements or the actual making of such improvements without the prior written consent of the Licensor shall constitute a breach of this covenant, in which event the Licensor may, in its sole discretion terminate this License, and the Licensor shall not be liable to the Licensee for any damages or compensation by reason of such termination. The Licensee to call 1-888-678-7272 regarding Fiber Optic Cable before site improvements.

ARTICLE 7.01 - ROADWAYS

It is understood and agreed that portions of the Licensed Premises may consist of roadways or rights-of-way used by third parties for the purpose of gaining access to adjoining land, and the Licensee agrees that such roadways or rights-of-way may be used for such purposes by third parties, jointly with the Licensee, provided such use does not unreasonably or unnecessarily interfere with the Licensee's use. The Licensor hereby confers the right and authority and imposes the obligation upon the Licensee to ensure that the usage of such roadways or rights-of-way by the Licensee is reasonable at all times, and that the Licensee shall not use such roadways or rights-of-way for storage or parking but that same shall be kept clear at all times for vehicular traffic. The Licensee shall be solely responsible, at its own expense, for the maintenance and repair of such roadways and rights-of-way and shall at all times, within reason, keep the roads and/or rights-of-way clear of snow and ice;

- a) pave or gravel the roads and/or rights-of-way as necessary or as required by the Licensor and keep the same clear of all potholes;
- b) keep all ditches adjacent to the roads and/or rights-of-way clear and free of any obstacles and debris and stagnated water; and

- c) do all such other things to the roads and/or rights-of-way as may be, within reason, necessary from time to time in order to maintain the same in a safe and clear condition and in compliance with any and all laws, rules, regulations, orders or by-laws governing the use, maintenance and repair thereof.

ARTICLE 7.02 - EASEMENTS

It is further understood that all or a portion of the Licensed Premises may be subject to the existence of or may later become subject to the existence of easements for power, telephone lines, telegraph lines, railway facilities or easements for drains, sewers, pipes and subsurface structures or any other type of easement and the Licensee agrees to allow any and all necessary personnel to enter, at all reasonable times, upon the Licensed Premises for the purpose of repairing and maintaining such power, telephone lines, telegraph lines, railway facilities, drains, sewers, pipes and subsurface structures or for the purpose of doing those things which may arise from the granting of an easement which burdens the Licensed Premises.

ARTICLE 7.03 – INTENTIONALLY DELETED

ARTICLE 8.01 - LICENSEE NOT TO CONSTRUCT WITHOUT LICENSOR’S CONSENT

The Licensee shall not construct, erect or place, or cause or allow to be constructed, erected or placed on the Licensed Premises any improvements, including but not limited, to any building, structure and any other work of a physical character (herein called the “Improvements”), without the prior written consent of the Licensor, which consent shall not be unreasonably withheld, and if required by the Licensor, the Licensee shall submit to the Licensor all plans and specifications for the Improvements.

ARTICLE 8.02 - LICENSEE TO REPAIR

The Licensee shall at its own cost and expense keep in a good state of repair the Licensed Premises and Improvements on the Licensed Premises. The Licensee shall be responsible for any damage to the Licensed Premises or Improvements on the Licensed Premises that may occur during the Term or any extension thereof, except as provided for in Article 17. In the event of the destruction of the Improvements erected or to be erected by fire or otherwise, the Licensee shall either rebuild the same or clear the site, and shall whenever required by the Licensor, have all buildings painted to the satisfaction of the Licensor.

ARTICLE 8.03 - SURRENDER OF PREMISES

- a) The Licensee shall, prior to the expiration or other termination of the Term, unless otherwise required by the provisions of Article 8.03(b), demolish and remove from the Licensed Premises all Improvements as well as any chattels located thereon and fill and compact all excavations thereon and at the expiration or other termination of the Term, peaceably surrender and yield up to the Licensor, the Licensed Premises in a neat, clean and level condition free and clear of all waste material, debris and rubbish, and in accordance with Article 12, all to the reasonable satisfaction of the Licensor and the Licensee shall make good any and all damages caused by such demolition, removal, filling and compacting.
- b) Notwithstanding the provisions of Article 8.03(a), the Licensor shall have the right by notice in writing given to the Licensee at any time prior to the expiry date or earlier termination of this License, to require the Licensee to leave on the Licensed Premises any buildings, (including foundations), improvements and fixtures located thereon and to otherwise require the Licensee to peaceably surrender and yield up to the Licensor the Licensed Premises in a neat and clean condition, free and clear of all waste material, debris and rubbish, and upon such expiry date or earlier termination of this License the said buildings, (including foundations), improvement and fixtures, all of which the Licensee shall surrender in good repair and condition and in a sound structural state, shall become the absolute property of the Licensor.

- c) If the Licensee fails to demolish and remove pursuant to Article 8.03 (a) or fails to demolish and remove prior to the expiration or other termination of this License and the Licensed Premises are not left in a neat, clean and level condition, as required pursuant to Article 8.03 (a) and (b), then the Licensor, in its sole discretion, may carry out such work and the Licensee shall pay to the Licensor all costs incurred in so doing, and the Licensor shall be reasonably entitled to recover from the Licensee the costs thereof together with a fee for supervision of carrying out such work in an amount equal to ten percent (10%) of the costs of such work. The Licensee's obligations to observe or perform this covenant shall survive the expiration or other termination of the License.

ARTICLE 9 - COMPLIANCE WITH STATUTES AND REGULATIONS

The Licensee shall, in the construction, location and operation of any Improvements erected or to be erected on the Licensed Premises, and in the use of the Licensed Premises, observe and fully comply with any and all applicable federal, provincial and municipal statutes, regulations, orders, directives or bylaws, now or hereafter in force, ("Laws") including without limitation, Laws with respect to protecting and maintaining a clean environment, public and occupational health and safety, the provisions of the Railway Safety Act, as amended from time to time, and any successor statute and with the orders, decisions and directives of the Canadian Transportation Agency, and any successor body thereto.

ARTICLE 10 - LICENSOR MAY PERFORM COVENANTS

If the Licensee fails to perform any of the covenants or obligations of the Licensee under this License, the Licensor in addition to its rights under this License may from time to time at its discretion perform or cause to be performed any of the covenants, or obligations, and for that purpose may do such things as may be requisite, including, without limitation, entering upon the Licensed Premises on not less than five (5) days' prior notice to the Licensee or without notice in the case of an emergency and doing such things upon or in respect of the Licensed Premises as the Licensor may consider requisite or necessary. All expenses incurred and expenditures made by or on behalf of the Licensor under this Article plus ten percent (10%) for overhead will be paid by the Licensee upon presentation of a bill therefore as additional rent. The Licensor will have no liability to the Licensee for loss or damages resulting from such action by the Licensor except to the extent caused by the negligence or willful misconduct of the Licensor or its agents and contractors.

ARTICLE 11.01 - RIGHT TO RE-ENTER

If the Licensee fails to pay rent when due, or fails to perform any other of the terms, conditions or covenants of this License to be observed or performed by the Licensee, (or in the event this Agreement expressly provides for a time period to remedy such failure, and Licensee does not remedy such failure within such time period), or if re-entry is permitted under any other terms of this License, then the Licensor, in addition to any other right or remedy it may have, will have the right of immediate re-entry and may remove all persons and property from the Licensed Premises and the property may be removed and stored in a public warehouse or elsewhere at the cost of, and for the account of the Licensee, all without service of notice or resort to legal process and without being deemed guilty of trespass, or becoming liable for loss or damage occasioned thereby, except to the extent caused by the negligence or willful misconduct of the Licensor or its agents or contractors.

ARTICLE 11.02 - RIGHT TO RELET

Should the Licensor re-enter, as herein provided, it may either terminate this License or it may from time to time without terminating the Licensee's obligations under this License, make alterations and repairs considered by the Licensor necessary to facilitate a reletting, and relet the Licensed Premises or any part thereof for such term or terms (which may be for a term extending beyond the Term) and at such rental or rentals and upon such other terms and conditions as the Licensor in its reasonable discretion may deem advisable; upon each reletting all rentals received by the Licensor from the reletting will be applied, first to the payment of any indebtedness other than rent due hereunder from the Licensee to the Licensor; second, to the payment of any costs and expenses of the reletting including brokerage fees and solicitor fees and of costs of the alterations and repairs; third, to the payment of rent due and unpaid hereunder; and the residue, if any, will be held by the Licensor and applied in payment of future rent as it becomes

due and payable hereunder. If the rent received from the reletting is less than the rent to be paid hereunder by the Licensee, the Licensee will pay the deficiency to the Licensor.

The deficiency will be calculated and paid annually. No re-entry by the Licensor will be construed as an election on its part to terminate this License unless a written notice of that intention be given to the Licensee. Despite a reletting without termination the Licensor may at any time thereafter elect to terminate this License for the previous breach. Should the Licensor at any time terminate this License for any breach, in addition to any other remedies it may have, it may recover from the Licensee all damages it may incur by reason of the breach, including the cost of recovering the Licensed Premises, reasonable legal fees, and the worth at the time of termination of the excess. If any, of the amount of rent and charges equivalent to rent reserved in this License for the remainder of the Term over the then reasonable rental value of the Licensed Premises for the remainder of the Term, all of which amounts will be immediately due and payable from the Licensee to the Licensor.

ARTICLE 11.03 - LEGAL EXPENSES

If the Licensor brings action to recover possession of the Licensed Premises or to recover rent or other money due under this License, or to enforce any covenant or condition of this License, and the action is successful, or if because of the breach of any covenant on the part of the Licensee to be kept or performed, a breach is established, the Licensee will pay to the Licensor all expenses incurred therefore, including the Licensor's reasonable legal fees.

ARTICLE 11.04 - WAIVER OF DISTRESS

In case of removal by the Licensee of the goods and chattels of the Licensee from the Licensed Premises, the Licensor may follow them for one (1) year. The Licensee covenants with the Licensor in consideration of the premises and of leasing and letting by the Licensor to the Licensee of the Licensed Premises for the Term, and it is upon that express understanding that this License is entered into, that notwithstanding anything contained in any statute in force limiting or abrogating the right of distress or any successor statute, none of the goods and chattels of the Licensee during the Term on the Licensed Premises is exempt from levy by distress for rent in arrears by the Licensee and that upon a claim being made for exemption by the Licensee or on distress being made by the Licensor, this covenant and agreement may be pleaded against the Licensee in an action brought to test the right to levy upon any goods named as exempted in such statute or amendment or amendments thereto; the Licensee waiving, as it does every benefit that could have accrued to the Licensee under or by virtue of any such statute or any amendment or amendments thereto but for this covenant. Upon seizure by the Licensor of any of the goods and chattels on the Licensed Premises or elsewhere, as contemplated hereunder, the Licensor may sell such goods and chattels and such sale may be effected at the discretion of the Licensor either by public auction or sale by tender or private sale, and either in bulk or by individual item, or partly by one means and partly by another, all as the Licensor in its discretion may decide, on giving the Licensee five (5) days' written notice of the Licensor's intention to do so.

ARTICLE 12 – ENVIRONMENTAL

12.01 In this License,

- a) **"Hazardous Substance"** means any substance, which is hazardous to persons or property and includes, without limiting the generality of the foregoing:
 - i) radioactive, explosive, poisonous, corrosive, flammable or toxic substances;
 - ii) any substance that if added to any water, would degrade or alter the quality of the water to the extent that it is detrimental to its use by man or by any animal, fish or plant;
 - iii) any solid, liquid, gas or odour or combination of any of them that, if emitted into the air, would create or contribute to the creation of a condition of the air that endangers the health, safety, or welfare of persons or the health of animal life or causes damage to plant life or to property; and
 - iv) substances declared to be hazardous, toxic or dangerous under any law or regulation now or hereafter enacted by any governmental authority having jurisdiction over the Licensor, Licensee or the Licensed Premises.

- b) **"Bulk Quantity"** means a quantity of:

- i) 500 gallons or more if substance is in liquid form; or
- ii) the equivalent of one (1) metric tonne or more if in solid form.

12.02 The Licensee acknowledges and agrees that it is using the Licensed Premises on an "as is" basis. The Licensee has had the opportunity to inspect the Licensed Premises, that it has satisfied itself as to the condition of the Licensed Premises and its fitness for the use intended, and has not relied on any representations by the Licensor concerning any condition of the Licensed Premises, environmental or otherwise. The Licensor makes no representations with respect to the condition of the Licensed Premises, environmental or otherwise, or its fitness for a particular purpose, or regarding the presence or absence of any Hazardous Substances on, under or adjacent to the Licensed Premises.

12.03 Licensee covenants that:

- a) it shall not bring, keep, store or permit to be brought, kept, transferred or stored in or upon the Licensed Premises any Hazardous Substance in Bulk Quantity, except as expressly provided for in this License, or with the prior written consent of the Licensor which consent may arbitrarily be withheld;
- b) it shall take care to avoid a hazardous, unsafe, unhealthy or environmentally unsound condition, activity, or spill on the Licensed Premises. Licensee shall also maintain a current emergency response plan to address any event referred to in Article 12.03 (c), and make it available to the Licensor upon request;
- c) it shall immediately report any release, leak, deposit or spill of a Hazardous Substance on the Licensed Premises to Licensor, (at CPR Police Calgary 1-800-716-9132, and/ or such other number as directed by Licensor in writing), and to any regulatory authorities as required by law. In addition, Licensee shall provide a written follow-up report to Licensor within five (5) working days of any release, leak, deposit or spill of a Hazardous Substance on the Licensed Premises, or any event on or affecting the Licensed Premises which constitutes an offence or is reportable under any laws, by-laws, or regulations relating to Hazardous Substances and the protection of the environment, or is in breach thereof. Such follow-up report will describe the incident, substance and volume release, and measures undertaken or planned to cleanup and remove the release substance and any contaminated soil, water and materials and waste;
- d) it shall promptly respond to a leak, spill or deposit of a Hazardous Substance in accordance with its emergency response plan, and shall commence and complete, at its sole risk and expense, the cleanup, disposal, and remediation of any spill or environmentally unsound condition occurring on the Licensed Premises as a result of Licensee's or their agents activities or operations. Licensee shall completely clean up any such spill or condition; shall dispose of any contaminated soil or waste in a properly licensed disposal facility; and shall replace contaminated soils with clean fill as appropriate under the circumstances. Licensee shall demonstrate to Licensor's reasonable satisfaction that any of the Licensed Premises affected by any such release has been restored to a condition equal to or better than that, which existed prior to the Term of this License.
- e) If Licensor and Licensee are in disagreement as to whether any such release has been completely cleaned up, the contaminated soil or waste properly disposed of and replaced with appropriate clean fill, Licensee shall retain a reputable environmental consulting firm to review Licensee's activities and report whether Licensee has fulfilled its obligations. If Licensee's obligations have not been fulfilled, Licensee shall take further action as is necessary to rectify any deficiencies and obtain a report from the environmental consultant verifying the same.
- f) Licensee shall be solely responsible for all costs related to the clean-up and remediation of any release resulting from Licensee's and their agents' or invitee's activities or operations or any release on the Licensed Premises during the Term of this License.

12.04 Upon termination of this License, the Licensee shall leave the Licensed Premises free of any Hazardous Substances resulting from the Licensee's occupation or use of the Licensed Premises. The Licensee shall have the burden of proving that any environmental contamination has not resulted from its occupation or use of the Licensed Premises. If requested by the Licensor, the Licensee shall obtain at Licensee's sole cost and expense a report from an independent consultant approved by the Licensor, verifying that the Licensee has complied with the provisions of this Article. If the Licensee's obligations have not been fulfilled, the Licensee shall take further action as is necessary to rectify any deficiencies and obtain a report from the environmental consultant, at its sole cost and expense, verifying same. If the Licensee fails to obtain a report or rectify any deficiencies, the Licensor may obtain such report and/or correct any such deficiencies including removal any Hazardous Substances which have been deposited on the Licensed Premises, and restore the Licensed Premises in accordance with this Article and the Licensee agrees to immediately pay to the Licensor all costs and expenses incurred by the Licensor in doing so.

12.05 The covenants and provisions of this Article 12 shall survive expiration or termination of this Agreement.

ARTICLE 13 - RIGHT OF ENTRY

The Licensor, its agents or servants, may at all reasonable times, enter upon the Licensed Premises, or enter any Improvement situate thereon for the purpose of viewing the state of repair, conditions and use of the Licensed Premises, or inspecting, testing and conducting studies regarding the condition of the Licensed Premises in order to determine compliance with any obligations under this License, or to perform any work or repair thereon, or to show the Licensed Premises to prospective purchasers, mortgagees, or Licensees or to exercise any of the rights or obligations of the Licensor under this License.

ARTICLE 14 - SUBORDINATION AND ATTORNMENT BY LICENSEE TO MORTGAGEE

This License is subordinate to all mortgages (including any deed of trust and mortgage securing bonds and all indentures supplemental thereto) which now affect the Licensed Premises and to all renewals, modifications, consolidations, replacements and extensions thereof. Subject to the proviso contained in this sentence the Licensee agrees to subordinate this License to all mortgages (including any deed of trust and mortgage securing bonds and all indentures supplemental thereto) and to all renewals, modifications, consolidations, replacements and extensions thereof which may hereafter affect the Licensed Premises and to execute promptly a document in confirmation of the subordination if requested by the Licensor, and hereby constitutes the Licensor the agent or attorney of the Licensee for the purpose of executing the document and of making application at any time and from time to time to register postponements of this License in favor of any such mortgage, provided that the mortgagee (or trustee) agrees in writing that if the mortgagee (or trustee) becomes a mortgagee in possession or takes action to realize the security of the mortgage the Licensee may attorn to the mortgagee (or trustee) as a Licensee upon all the terms of this License and continue in occupation of the Licensed Premises unless and until this License is terminated by passage of time or by action taken because of a default of the Licensee.

ARTICLE 15 - BUILDERS' LIEN

The Licensee shall not suffer or permit any builders' lien or similar lien to be filed or registered against the Licensed Premises. If such lien shall at any time be filed or registered the Licensee shall procure its discharge within twenty (20) days after the lien has come to the notice of the Licensee, provided however, that if the Licensee desires to contest in good faith the amount or validity of the lien, and shall have so notified the Licensor, and if the Licensee shall have deposited with the Licensor or paid into the Court to the credit of any lien action the amount of the lien claimed plus a reasonable amount for costs, then the Licensee may defer payment of such lien claim for a period of time sufficient to enable the Licensee to contest the claim with due diligence, provided always that neither the Licensed Premises nor the Licensee's Licensed interest therein shall thereby become liable to forfeiture or sale. The Licensor may, in its sole discretion, discharge any lien filed or registered at any time against the Licensed Premises, and any amount paid by the Licensor in so doing together with all reasonable costs and expenses of the Licensor including its legal fees shall be paid to the Licensor by the Licensee on demand.

ARTICLE 16 - INDEMNIFICATION OF THE LICENSOR

The Licensee shall indemnify and save harmless the Licensor, its servants, agents, invitees or licensees from and against any and all loss, damage and claims, including:

- i) demands, awards, judgments, actions and proceedings by whomsoever made, brought or executed in respect of loss or damage to, or destruction of, property or personal injury, including death;
- ii) any and all loss of, damage to, or destruction of property, including the Licensor's property; and
- iii) any and all fines, expenses and costs suffered, incurred or sustained, (including environmental) by the Licensor arising from or incidental to, this License.

In the case Licensor is made a party to litigation commenced by or against the Licensee, or otherwise, then, subject to the foregoing, the Licensee will protect and hold the Licensor harmless and will pay all costs, expenses and reasonable legal fees incurred or paid by the Licensor in connection with the litigation.

ARTICLE 17 - LOSS AND DAMAGE

The Licensor is not liable for death, injury, or damage to, or loss of property of the Licensee or of others located on the Licensed Premises, nor for the loss of or damage to any property of the Licensee or of others by theft or otherwise, from any cause whatsoever.

ARTICLE 18 - INSURANCE

The Licensee shall, throughout the Term and during such other time as the Licensee occupies the Licensed Premises or part thereof, at its sole cost and expense, take out and keep in full force and effect, the following insurance:

- a) commercial general liability insurance in respect of the Licensed Premises and the operations of the Licensee thereon against claims for personal injury, death or property damage or loss, indemnifying and protecting the Licensor and the Licensee, their respective employees, servants, agents, contractors, invitees or licensees, to the inclusive limit of not less than five million dollars (\$5,000,000.00) or such amount as the Licensor may reasonably require from time to time;
- b) Licensee will, at its sole cost and expense, obtain and maintain during the term of this Agreement, and any subsequent extension(s), in a form and with an insurance company satisfactory to CPR, automobile public liability insurance in amount not less than TWO MILLION DOLLARS (\$2,000,000) per accident, covering the ownership, use and operation of any motor vehicles and trailers which are owned, leased or controlled by Licensee and used in connection with this Agreement.
- c) Environmental Impairment insurance in respect of the Licensed Premises and the operations of the Licensee thereon against claims for personal injury, death or property damage or loss, indemnifying and protecting the Licensor and the Licensee, their respective employees, servants, agents, contractors, invitees or licensees, to the inclusive limit of not less than two million dollars (\$2,000,000.00) or such amount as the Licensor may reasonably require from time to time.
- d) any other form of insurance as the Licensee or Licensor may reasonably require from time to time in form, in amounts and for insurance risks against which a prudent Licensee under similar circumstances would insure. Such insurance shall specifically state by its wording or by endorsement, as appropriate, that:
 - i) the Licensor is included as an additional insured under the policies as its interest may appear;
 - ii) any persons, firms or corporations designated by the Licensor are included as additional insureds under the policies as their interest may appear;
 - iii) the policies contain, as appropriate, a waiver of rights of subrogation against the Licensor and a cross-liability clause which shall have the effect of insuring each person, firm or corporation

named in the policy as an insured in the same manner and to the same extent as if a separate policy has been issued to each; the policies extend to cover the contractual obligations assumed by the Licensee under the terms of the License;

- iv) such policies shall not be terminated, cancelled or materially altered unless written notice of such termination, cancellation or material alteration is given by the insurers to the Licensor at least thirty (30) clear days before the effective date thereof.

All policies of insurance stipulated in this Article 18 will be with insurers acceptable to the Licensor and in form satisfactory to the Licensor, and the Licensee will see that there is delivered to the Licensor immediately, a copy of all policies or certificates of insurance via email to cpaik@ebix.com or via fax to (770) 325-6378. The Licensee agrees that if the Licensee fails to take out or keep in force any policy of insurance when so required by the Licensor or hereunder, the Licensor has the right pay to the Licensor, upon demand, the amount so paid as premium plus ten percent (10%) for overhead as additional rent and it will be due and payable on the first day of the month next following the payment by the Licensor. Any insurance coverage taken out by the Licensee hereunder will in no manner restrict or limit the liabilities assumed by the Licensee under this License.

ARTICLE 19 - QUIET ENJOYMENT

The Licensor covenants with the Licensee for quiet enjoyment.

ARTICLE 20 - EXPROPRIATION

If at any time during the Term, the whole or any part of the Licensed Premises shall be taken by any lawful power or authority by the right of expropriation, the Licensor may, at its option, give notice to the Licensee terminating this License in its entirety or, only insofar as it affects the part of the Licensed Premises taken by the lawful power or authority by the right of expropriation, on the date when the Licensee or Licensor is required to yield up possession thereof to the expropriating authority.

Upon such termination, or upon termination by operation of law, as the case may be, the Licensee shall immediately surrender the Licensed Premises or the part of the Licensed Premises taken by the expropriating authority, as the case may be, and all its interest therein, and the rent shall abate and be apportioned to the date of termination and the Licensee shall forthwith pay to the Licensor the apportioned rent and all other amounts which may be due to the Licensor up to the date of termination. The Licensee shall have no claim upon the Licensor for the value of its property or the unexpired portion of the Term, but the parties shall each be entitled to separately advance their claims for compensation for the loss of their respective interests in the Licensed Premises taken and the parties shall each be entitled to receive and retain such compensation as may be awarded to each respectively.

ARTICLE 21.01 – CAVEATS

The Licensee shall not file, register, or permit or cause to be filed or registered this License, or any caveat or encumbrance as defined in the legislation or laws governing such matters in the Province in which the Licensed Premises are situate against the title to the Licensed Premises.

ARTICLE 21.02 - PLANNING LEGISLATION

If the Licensed Premises are situate in the Province of Alberta, this License is subject to compliance with the Planning Act, R.S.A. 1980, Chapter P-9, and amendments thereto (or any future applicable legislation in lieu thereof); if the Licensed Premises are situate in the Province of Saskatchewan, this License is subject to compliance with the Planning and Development Act, 1983 and amendments thereto (or any future applicable legislation in lieu thereof); and if the Licensed Premises are situate in the Province of Manitoba, this License is subject to compliance with the Planning Act, SM 1975 Chapter 29 - Cap. P-80 and amendments thereto or The City of Winnipeg Act, SM 1971, c.105 and amendments thereto (or any future applicable legislation in lieu thereof); if the Licensed Premises are situate in the Province of Ontario, this License is subject to compliance with the Planning Act, 1983, R.S.O., 1990, c. P.13, and amendments thereto. The parties agree, at the Licensee's sole cost and expense, to take

such action as may be necessary to comply with the provisions of any planning legislation in force in the Province in which the Licensed Premises are situate.

ARTICLE 22 - TIME

Time shall be of the essence of this License.

ARTICLE 23 - APPLICABLE LAW

This License shall be construed pursuant to the laws of the Province in which the Licensed Premises are situated.

ARTICLE 24 - SUCCESSORS AND ASSIGNS

This License extends to and binds the respective heirs, executors, administrators, and successors of the parties hereto as the case may be. The necessary grammatical changes required to make the provisions of this License apply in the plural sense where there is more than one Licensee, and to corporations, associations, partnerships or individuals, males or females, in all cases will be assumed as though in each case fully expressed.

ARTICLE 25 - WAIVER

The waiver by the Licensor of a breach of a term, covenant or condition herein contained will not be deemed to be a waiver of a subsequent breach of the same or another term, covenant or condition herein contained. The subsequent acceptance of rent by the Licensor will not be deemed to be a waiver of a preceding breach by the Licensee of a term, covenant or condition of this License other than the failure of the Licensee to pay the particular rent accepted, regardless of the Licensor's knowledge of the preceding breach at the time of acceptance of the rent. No covenant, term or condition of this License will be deemed to have been waived by the Licensor unless the waiver is in writing signed by the Licensor.

ARTICLE 26 - HEADINGS

The captions and headings are inserted only as a matter of convenience and for reference only.

ARTICLE 27 - NO OPTION

Submission of this License for examination does not constitute a reservation of or option for the Licensed Premises and the License becomes effective as a License only upon execution and delivery thereof by the Licensor and the Licensee.

ARTICLE 28 - NOTICE

Any notice or communications required to be given by either party under this License shall be given by courier or facsimile, or if mailed, by registered letter, prepaid to the parties at their respective addresses as follows:

The Licensor: **CANADIAN PACIFIC RAILWAY COMPANY**
Real Estate - AB
7550 Ogden Dale Road S.E.
Calgary, AB T2C 4X9
Attention: Sonya Fayad, Leasing Specialist
Phone: (403) 319-6503
Email: Sonya_Fayad@cpr.ca

The Licensee: **VILLAGE OF LOUGHEED**
5004 50th Street Box 5
Lougheed, AB. T0B 2V0
Attention: Karen O'Connor, Chief Administrative Officer
Phone: (780) 386-3970
Email: cao@lougheed.ca

or such other address as may be furnished from time to time by either party. Any notice, if delivered by courier or facsimile, shall be deemed to have been given or made on the date delivered or the date that a confirmation of receipt of the facsimile was recorded by the sender and if mailed correctly, shall be deemed to have been received on the third (3rd) business day after mailing. In the event of actual or imminent disruption or postal service, any notice shall be delivered, by courier or facsimile.

ARTICLE 29 - NO WARRANTY OR REPRESENTATION BY LICENSOR

The Licensee hereby accepts the Licensor's title to the Licensed Premises and the rights herein granted and agrees that nothing in this License expressed or implied shall operate or have effect as any warranty, guarantee, or covenant of title.

ARTICLE 30 - ENTIRE AGREEMENT

The Licensed Premises are taken by the Licensee without any representations of any kind other than those contained in this License on the part of the Licensor or its agent. This License contains all of the terms, covenants, conditions and agreements between the parties hereto and any addition to or alteration of or changes in this License to be binding must be made in writing and signed by both parties.

ARTICLE 31 - COUNTERPARTS AND ELECTRONIC DELIVERY

This agreement may be executed in a number of counterparts and delivered via facsimile or via email in PDF, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument, provided that a Party delivering this Agreement via facsimile or via email in PDF shall deliver, upon demand, an originally executed copy of this Agreement forthwith thereafter to the other Party.

The Licensee hereby accepts this License of the Licensed Premises to be held by it as Licensee subject to the terms, covenants and conditions above set forth.

IN WITNESS WHEREOF the parties hereto have executed these presents as of the day and year first above written.

CANADIAN PACIFIC RAILWAY COMPANY

Janel McLaren

Digitally signed by Janel McLaren
DN: cn=Janel McLaren, o=Canadian Pacific,
ou=Manager, Real Estate,
email=janel_mclaren@cpr.ca, c=CA
Date: 2022.01.19 08:51:41 -0700

Western Manager- Real Estate

VILLAGE OF LOUGHEED

[Handwritten Signature] - Mayor of Lougheed

Authorized Signatory

[Handwritten Signature], CAO

CARRIED

RFD 23-01-001 Peace Officer Service Agreement

005/23 **MOVED** by Councillor Cole THAT council approves the Peace Officer Service Agreement with Flagstaff County commencing on March 01, 2023 for three (3) years. Term to expire February 28, 2016

CARRIED

RFD 23-01-002 Change of Meeting Date in February

006/23 **MOVED** by Mayor Sieben THAT council approves the February meeting to be alternated to Tuesday, February 21, at 2023 at 7:00 in the Council Chambers.

CARRIED

RFD-23-01-003 Support Battle River 4-H Beef Club/Lougheed Iron Creek

007/23 **MOVED** by Councillor Cole approved the expenditure of 1000.00 worth of flowers for the 2023 beautification, splitting 50/50 with Battle River 4-H Club and Lougheed Pop Up Greenhouse.

CARRIED

RFD-23-01-004 CP Rail Pollution Liability

008/23 **MOVED** by Councillor Cole to write to CP Rail on the Pollution Liability Insurance, that the village receive approval from CP rail to close the road from the hi-way to the bend going west at the waste transfer compound.

CARRIED


CEO

CAO



Village of Lougheed

P.O. Box 5, Lougheed, AB T0B 2V0
Ph: 780-386-3970 - Fax: 780-386-2136
Email: info@lougheed.ca

January 27, 2023

Canadian Pacific Railway
Real Estate Prairies
7550 Ogden Dale Road S.E.
CALGARY, AB
T2C 4X9

TO WHOM IT MAY CONCERN:

Re: File: AHMK 261 0002 01

Canadian Pacific Railway Company
Re: Article 12 - Environmental

The agreement with the Village of Lougheed regarding the Canadian Pacific property of 1.06 acres on the part of the Licensor to pay for environmental liability regarding encroachment. Village of Lougheed Council will remove the approach to the highway and close the road just prior to the bend on the west side going to the village waste station compound. This will be marked DEAD END.

The village is resorting to construct an approach to the compound, moving the gate to the west side of the property belonging to the village. This would decommission the section of road on the property of concern.

We would appreciate approval that this closure would uphold your standards as per the License Agreement.

The village is anticipating that this will suffice your requirements on this situation. Insurance would then not be required and this would be a huge savings to the residents of Lougheed.

Yours truly,

Shawn Sieben
Mayor
Village of Lougheed
jr

From: Sonya Fayad <Sonya_Fayad@cpr.ca>
Sent: February 7, 2023 4:16 PM
To: info@lougheed.ca
Subject: AHMK261000201 Environmental - letter dated Jan 27, 2023
Attachments: Village of Lougheed - Letter dated Jan 27, 2023.pdf; CPRail License Agreement - Land.pdf

Importance: High

Hello, I received the attached letter from the Village of Lougheed.

I would like to understand the decommissioning of the section of road. I have attached the license agreement with the schedule.

Are you terminating this agreement based on closing this road on CP property?

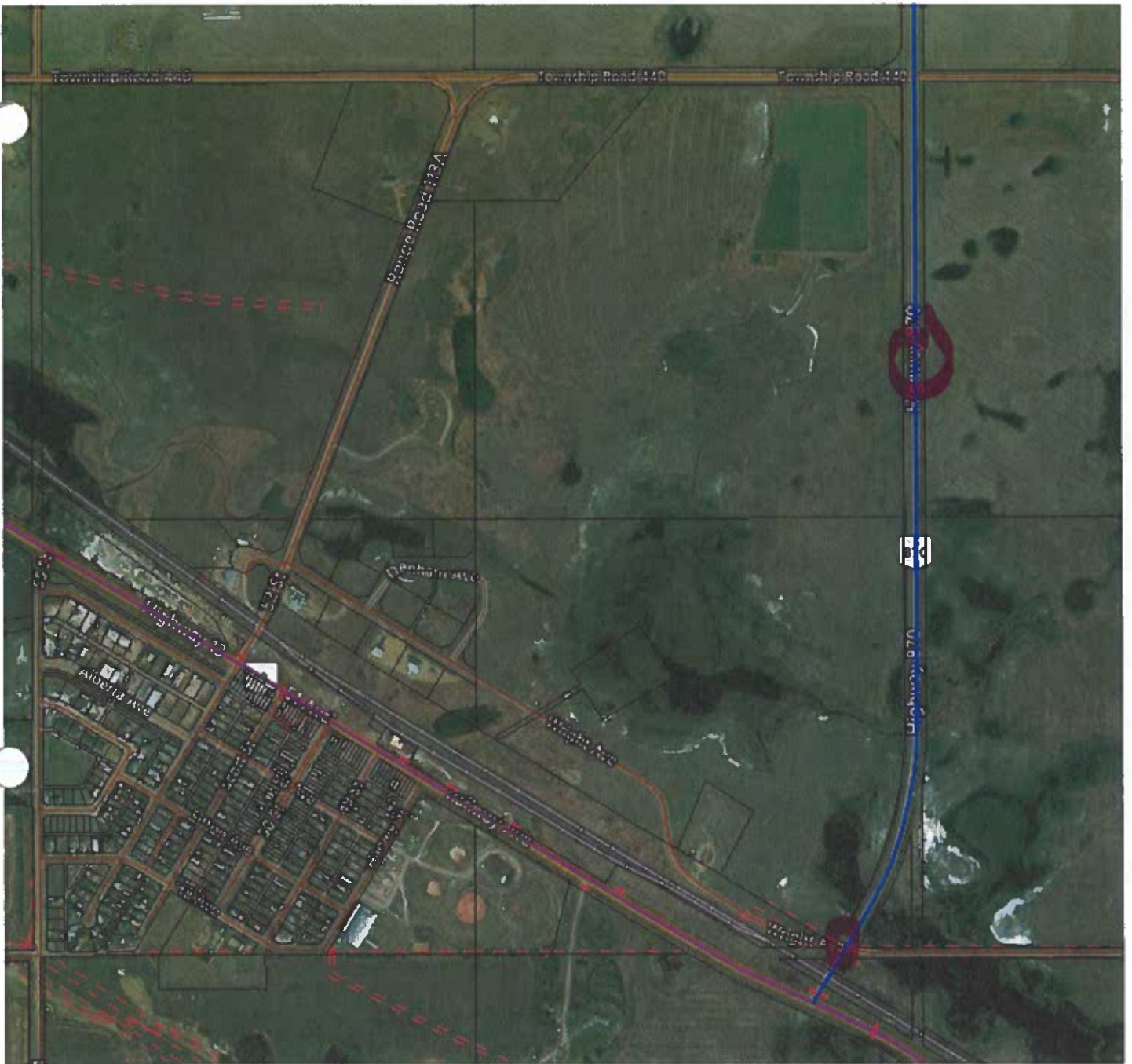
I would like to set up a meeting to discuss.

Thank you,



Sonya Fayad
Specialist Real Estate AB
Building 1, 7550 Ogden Dale Rd. SE
Calgary, Alberta T2C 4X9
T 403-319-4897 C 403-863-3662

----- IMPORTANT NOTICE - AVIS IMPORTANT ----- Computer viruses can be transmitted via email. Recipient should check this email and any attachments for the presence of viruses. Sender and sender company accept no liability for any damage caused by any virus transmitted by this email. This email transmission and any accompanying attachments contain confidential information intended only for the use of the individual or entity named above. Any dissemination, distribution, copying or action taken in reliance on the contents of this email by anyone other than the intended recipient is strictly prohibited. If you have received this email in error please immediately delete it and notify sender at the above email address. Le courrier électronique peut être porteur de virus informatiques. Le destinataire doit donc passer le présent courriel et les pièces qui y sont jointes au détecteur de virus. L'expéditeur et son employeur déclinent toute responsabilité pour les dommages causés par un virus contenu dans le courriel. Le présent message et les pièces qui y sont jointes contiennent des renseignements confidentiels destinés uniquement à la personne ou à l'organisme nommé ci-dessus. Toute diffusion, distribution, reproduction ou utilisation comme référence du contenu du message par une autre personne que le destinataire est formellement interdite. Si vous avez reçu ce courriel par erreur, veuillez le détruire immédiatement et en informer l'expéditeur à l'adresse ci-dessus. ----- IMPORTANT NOTICE - AVIS IMPORTANT -----



Cindy Skjaveland
Development & Planning Tech.
Phone: 780.679.1770 or Email: cindy.skjaveland@gov.ab.ca

Construction and Maintenance Division
Central Region, Vermilion District
2nd Flr. Provincial Building
Box 28, 4701 – 52St.
Vermilion, Alberta T9X 1J9 Vermilion District Office (780)853.8178

*Applicants are being asked to apply for Roadside permits/approvals through the RPATH Portal.
For personal users to request a permit on your property you need a MyAlberta Digital ID (MADI) account*

to this link : <https://account.alberta.ca/>

*For Commercial/Business applications are made through MyAlberta Digital for Business (MADI-B) you can this at:
<https://business.account.alberta.ca/#/>*

SCHEDULE "A"



LEGAL DESCRIPTION

RIGHT OF WAY AND STATION GROUNDS OF THE CALGARY AND EDMONTON RAILWAY, HEREINAFTER SHOWN AS SHOWN ON PLAN R869 (JXXIX), COMPRISING 15.46 HECTARES (38.2 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

	HECTARES	(ACRES)	MORE OR LESS
A) PLAN 1272AG - ROAD	0.09	0.222	
B) PLAN 2424BM - ROAD	0.06	0.15	
C) PLAN 3130BM - ROAD	0.15	0.365	SE 33
D) PLAN 5399PX - ROAD	1.22	3.02	SE 33
E) PLAN 5599PX - ROAD	1.30	3.21	SW 33
F) PLAN 0124851 - DESCRIPTIVE	0.242	0.60	SW 33

EXCEPTING THEREOUT ALL MINES AND MINERALS

Legal Description:
See Above

Encroachment Area:
0.10 Acres More or less

CP Property Line:

Location: LOUGHEED, Alberta

Mile: 11.37 to 11.59

Subdivision: Wetaskiwin

Leased To: VILLAGE OF LOUGHEED

Purpose: Roadway

Date: March 9, 2020

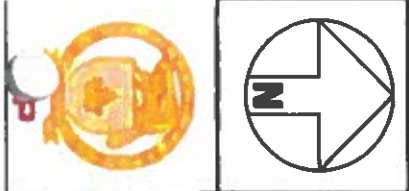
Scale: NTS

Lease No.: AHMJK 261 0002

Technician Titles & Plan: K.G.

This is the plan referred to in the attached document dated: _____

Initials: CP _____ Tenant _____



From: Cindy Skjaveland <Cindy.Skjaveland@gov.ab.ca>
nt: February 21, 2023 4:04 PM
To: ! CAO
Cc: Dwight Rewega
Subject: Approach Removal Inquiry

Hi Jeanette,

I got your message regarding the Village wanting to remove an access to Hwy 870,

First I will send out an Operations fellow to have a look at the access and at that time he could likely meet with your Public Works foreman if you like.

Then we would issue a permit to the Village for the removal with the conditions and you could hire EMCON to do the work on their private side or advise the contractor you select to provide us with a Traffic Accommodation Strategy and scope of work and we will work with the Village to get that done and signed. Off.

I only can see two accesses on my aerial, is it either one of these? Please advise.

- RFD 23-02-019 Waste Disposal – CC Valve Charges.**
032/23 **MOVED** by Deputy Mayor Johnsen, THAT Council that NO Action Be taken.
CARRIED
- RFD-23-02-020 Lots for Sale**
033/23 **MOVED** by Mayor Sieben that Council sell Lots 8 – 10 Block 3 Plan RN69, conditional to soil sampling environment review.
CARRIED
- RDF-23-02-021 Lougheed Public Library Auditor.**
034/23 **MOVED** by Deputy Mayor Johnsen, THAT Council approve Carol Arntzen as Auditor for the Lougheed Public Library for 2022 Financials Statements.
CARRIED
- RFD 23-02-022** **MOVED** by Mayor Sieben, THAT Council approve
035/23 decommissioning the portion of Wright Street encroaching on the CP Railway property by June 3, 2023.
CARRIED

3.0 REPORTS

3.01 Mayor Sieben

- FRSWMA
- Interagency Minutes
- BRAED Meeting – Hardisty
- Rigid plastics

3.02 Deputy Mayor Johnsen

- FRFG Minutes (Flagstaff Regional Housing Group)
- BRAED
- Lougheed Public Library

4.0 CORRESPONDENCE

Flagstaff County Cemeteries Assistance Grant

CEO
 CAO



Village of Lougheed

P.O. Box 5, Lougheed, AB T0B 2V0
Ph: 780-386-3970 - Fax: 780-386-2136
Email: info@lougheed.ca

March 3, 2023

Canadian Pacific Railway
Real Estate Prairies
7550 Ogden Dale Road S.E.
CALGARY, AB.
T2C 4X9

Dear Sonya:

Re: File: AHMK 261 0002 01

Canadian Pacific Railway Company
Re: Re-locate Wright Street

As per our conversations and correspondence on the Village of Lougheed encroaching on the CP Railway property.

This letter is to advise you of ninety (90) days notice that the village will have the parcel of the road encroaching on the CP Railway property relocated. There will be graphic representation of DEADEND signs, on this road. East and West. Beatty Land Surveyors are out today March 3, 2023 surveying the Village/CP land so this will result that all the invading on CP land does not go mis figured.

We would appreciate CP advising us that the ninety (90) days is hereby your notice for the completion of this project by the Village of Lougheed for June 3, 2023.

Yours truly,

Shawn Sieben
Mayor
Village of Lougheed

Alberta Transportation and Economic Corridors Permit

Physical means of access to a provincial highway - **Approved**

Permit Number:	2023-0033845	Highway(s):	870:2
Issued to (Permittee):	Village of Lougheed Jeanett Ruud, CAO - cao@lougheed.ca Box 5 Lougheed, Alberta		
Legal Land Location:	QS-SE SEC-33 TWP-043 RGE-11 MER-4	Municipality:	Flagstaff County, Lougheed
Approved By:	Cindy Skjaveland	Issuing Office:	Central Region / Vermilion
Issued Date:	March 17, 2023		
Description of Development:	Approval to work in Highway right of way to remove existing private Highway 870 Access Work is being done by the Village's private contractor Material to be dug out and removed, ditch radius to be re-sloped, area smoothed over and reseeded.		



Covered Location Description

20. Please provide the information in the tables below for each location for which you are seeking coverage. For additional locations, please provide a separate document addressing the information requested in the tables.

Location #1	Location Name (if any): Wright Avenue	Number of Years Current Ownership/Operations: _____ Years
Number of Buildings: 0	Age(s) of Building(s): NA Years	Total Square Footage of Building(s): NA
Street Address:	Wright Avenue	
City, Province, Postal Code	Lougheed, Alberta T0B2V0	
Past Use:	gravel road	
Current Use:	gravel road	
Future Use, including detailed capital improvement plans: NA		
Please provide a detailed description of operations, including chemical usage, waste materials produced, and waste storage areas at Location #1: None. Road used by Municipality and farmers around the areas to access other roads/properties		

Location #2	Location Name (if any):	Number of Years Current Ownership/Operations: _____ Years
Number of Buildings:	Age(s) of Building(s): _____ Years	Total Square Footage of Building(s):
Street Address:		
City, Province, Postal Code		
Past Use:		
Current Use:		
Future Use, including detailed capital improvement plans:		
Please provide a detailed description of operations, including chemical usage, waste materials produced, and waste storage areas at Location #2:		

Location #3	Location Name (if any):	Number of Years Current Ownership/Operations: _____ Years
Number of Buildings:	Age(s) of Building(s): _____ Years	Total Square Footage of Building(s):
Street Address:		
City, Province, Postal Code		
Past Use:		
Current Use:		
Future Use, including detailed capital improvement plans:		
Please provide a detailed description of operations, including chemical usage, waste materials produced, and waste storage areas at Location #3:		

IV. Historical Environmental and Regulatory Information

21. Have there been any occupants/tenants that generated, stored or handled regulated substances?
 Yes No Unknown
 If "Yes", attach details.
22. Are there any current occupants/tenants that generate, store or handle regulated substances?
 Yes No
 If "Yes", attach details.
23. Are there now, or have there ever been any lagoons, cesspools, collection ponds, septic system/leach fields, landfilling, etc.?
 Yes No Unknown

If "Yes", attach details.

24. Are there any current or former operations that require (according to any federal, provincial, territorial or municipal ministry, department or agency) closure or post-closure activities?

Yes No Unknown

If "Yes", attach details.

25. Are there wetlands on site? Yes No
a. If "Yes", are the wetlands delineated? Yes No
b. If "Yes", will the wetlands be impacted by any proposed development? Yes No

26. Have there been any remedial actions conducted?

Yes No Unknown

If "Yes", attach details, including regulatory status.

V. Transaction Information

N/A

27. Coverage is being requested in conjunction with a:

New purchase Refinancing Other If other, provide details:
Lease agreement

28. Other than a contract to buy or sell the property identified above, is there any relationship between the Applicant and the seller?

Yes No If "Yes", provide details:

29. Is there an environmental indemnification agreement being utilized in this transaction?

Yes No

If "Yes", provide a complete copy of the document containing the indemnification agreement.

VI. Storage Tank Information

N/A

30. Are there any underground storage tanks (USTs) or above ground storage tanks (ASTs) at the property?

Yes No Unknown

If "Yes", and you are seeking coverage for any USTs or ASTs, please complete Addendum A.

31. Have any USTs been removed, abandoned or closed in place?

Yes No Unknown

If "Yes", has a regulatory agency issued a "No Further Action" letter or given some other form of approval for the closure of the UST(s)?

Yes No Unknown

If "Yes", attach a copy of confirming documentation.

VII. Mold – Indoor Air Quality Information

32. Have any buildings experienced construction/maintenance defects, leaks or flooding from roofing, basement, plumbing, sewer, window or other problems?

Yes No If "Yes", please describe:

33. Do any buildings currently have visible mould growth?

Yes No If "Yes", please list those properties and describe:

34. Has indoor air quality or mould testing, or abatement or remediation, been conducted at any location?

Yes No If "Yes", please list those properties and attach copies of the reports:

35. Have any building occupants or guests made or threatened complaints, demands or claims regarding health problems potentially related to mould or building conditions?

Yes No If "Yes", please describe:

36. Do the properties have a written heating, ventilation and air conditioning (HVAC) management policy and procedures manual?
 Yes No
 If "Yes", please attach a copy of the manual.
37. Do the properties have a written mould management plan?
 Yes No
 If "Yes", please attach a copy of the plan.
38. Do you have a documented complaint procedure in place?
 Yes No
39. What is the current vacancy rate of properties proposed for coverage? NA%

VIII. Contractors Pollution Liability Information

N/A

40. Do you perform contracting operations for others?
 Yes No
 If "Yes", please provide a detailed description of all contracting operations proposed for coverage:
41. Revenues:
 Next 12 months:
 Current year:
 Prior year:
42. Has the Applicant ever been subject to any claim or complaint by any client or other third party arising out of contracting operations?
 Yes No If "Yes", please provide a detailed description:

IX. Representations and Warranties

43. Have there ever been any claims made against the Applicant* arising from the release, alleged release or threatened release of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any location for which this application is being made?
 Yes No If "Yes", please describe:
44. Is the Applicant* aware of any fact, circumstance or situation that could result in a claim(s) being made against it or any other person or entity for whom coverage will be sought arising from the release, alleged release or threatened release into the environment of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any location for which this application is being made?
 Yes No If "Yes", please describe:
45. Has the Applicant* ever been, or is the Applicant* currently being prosecuted for any violation of any standard or law arising from the release, alleged release or threatened release into the environment of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any location for which this application is being made?
 Yes No If "Yes", please describe:
46. Is the Applicant* aware of any past or present reportable discharges, contamination, releases or spills of any hazardous substance(s), pollutant(s) or microbial substance(s) at or from any locations for which this application is being made or from any immediately adjacent locations?
 Yes No If "Yes", please describe:

* For purposes of questions 43 through 46 above and for the representations below, "Applicant" includes the entity listed in question 1, together with any director, officer, partner or manager thereof.

Declarations:

The undersigned represents that every effort has been made to facilitate the proper completion of this application. The discovery of any fraud, intentional concealment, or misrepresentation of any material fact will render this Policy, if issued, void at inception. Receipt and review of this application does not bind the Insurer to provide this insurance.

It is agreed by the undersigned and the Applicant* that the particulars and statements made in this application, together with all attachments to this application and any other materials submitted to the Insurer (all of which attachments and materials shall be deemed attached to the policy as if physically attached thereto) shall be the representations of the Applicant*. It is further agreed by the undersigned and the Applicant that this policy, if issued, is issued in reliance upon the truth of such representations that are incorporated into and made part of this policy.

After inquiry of the Applicant*, the undersigned authorized officer of the Applicant* represents that the statements set forth in this application and its attachments and other materials submitted to the Insurer are true and correct and that no material or relevant facts have been suppressed or misstated. Signing of this application does not bind the Applicant* or the Insurer.

The undersigned further declares that any event taking place between the date this application was signed and the effective date of the insurance applied for which may render inaccurate, untrue, or incomplete any information in this application, will immediately be reported in writing to the Insurer.

Applicant Information

Applicant's Authorized Signature	
Printed Name of Authorized Person	Karen O'Connor
Title	CAO
Date	August 4, 2022

Brokerage Agency Information

Name of Brokerage	AUMA Insurance
Brokerage Representative	Luis Vazquez
Address	300, 8616 51 Ave NW
City/Province/Postal Code	Edmonton, AB T6E 6E6
Telephone Number	310-MUNI /877-421-6644
Fax Number	
Primary Contact's E-mail Address	Luis@abmunis.ca

Addendum A
Underground/Aboveground Storage Tanks

Please complete for all tanks proposed for coverage

1. Number of Locations with Tanks:	None													
2. Location Address:														
3. Tank Type:	AST <input type="checkbox"/>	UST <input type="checkbox"/>	AST <input type="checkbox"/>	UST <input type="checkbox"/>	AST <input type="checkbox"/>	UST <input type="checkbox"/>								
4. Is Financial Assurance Requested	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>								
5. Original tank installation date (mm/dd/yyyy):														
6. Tank Capacity (in gallons):														
7. Tank Construction:	SW <input type="checkbox"/>	DW <input type="checkbox"/>	SW <input type="checkbox"/>	DW <input type="checkbox"/>	SW <input type="checkbox"/>	DW <input type="checkbox"/>								
8. Piping Construction:	SW <input type="checkbox"/>	DW <input type="checkbox"/>	SW <input type="checkbox"/>	DW <input type="checkbox"/>	SW <input type="checkbox"/>	DW <input type="checkbox"/>								
9. If AST, does tank have secondary containment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>								
10. When was the most recent tank integrity test and findings? Copies MUST be provided	Date:	Pass <input type="checkbox"/> Fail <input type="checkbox"/>	Date:	Pass <input type="checkbox"/> Fail <input type="checkbox"/>	Date:	Pass <input type="checkbox"/> Fail <input type="checkbox"/>								
11. Does the UST have corrosion protection?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>								
12. Is the UST equipped with spill and overfill protection?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>								
13. For a UST system, what type of leak detection program has been implemented (including piping)?	Interstitial Monitoring <input type="checkbox"/>	Automatic Gauging <input type="checkbox"/>	Soil vapor monitoring <input type="checkbox"/>	Groundwater monitor <input type="checkbox"/>	SIR <input type="checkbox"/>	Manual gauging <input type="checkbox"/>	Unknown <input type="checkbox"/>							
14. What is the current content(s) of the tank?	Empty <input type="checkbox"/>	New lubricant oil <input type="checkbox"/>	Gasoline <input type="checkbox"/>	Waste oil <input type="checkbox"/>	Crude Oil <input type="checkbox"/>	Kerosene <input type="checkbox"/>	Brine <input type="checkbox"/>	Frac Water <input type="checkbox"/>	Jet Fuel <input type="checkbox"/>	CNG <input type="checkbox"/>	Diesel <input type="checkbox"/>	Propane <input type="checkbox"/>	Fuel Oil <input type="checkbox"/>	Other (specify) <input type="checkbox"/>

Please complete for all tanks proposed for coverage

<p>15. Has an environmental remediation been performed at this location arising from this tank? If so, has closure been received from a regulatory agency or consultant? Please attach a copy of all documentation including closure letters.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>16. Are there any plans to remove, replace, upgrade or repair this tank? If yes, provide details.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Please provide copies of the most recent tank integrity tests for each tank proposed for coverage.



COMMUNITY RECREATION AND FITNESS PROJECT

January 2024

Project Summary

The C. J. Kinross VC Legion #180 has partnered with the Village of Lougheed to develop a community-based recreation and fitness project to provide new opportunities for people to stay active and healthy. We aim to provide area residents and visitors with age-inclusive, free, and engaging play and athletic facilities in our rural location.

Our project will address the current lack of accessible and free infrastructure in our community by building an inclusive playground, as well as adding new fitness equipment for seniors and adults. To further redevelop our recreational infrastructure, we will be updating the existing soccer fields and basketball courts. The result will be a diverse, multi-use fitness and recreation center located in the heart of our rural village, offering all members of our community local and engaging opportunities for active living, social gatherings, joyful play, and healthy habits in a free and accessible way.

We are seeking funding from the **Community Facility Enhancement Program (CFEP)** to help make this project a reality as we feel that our initiative aligns with the program's goals of creating new, public-use community facilities.

About our Organization

C.J Kinross, V.C., Legion Branch #180 is the Village of Lougheed branch of The Royal Canadian Legion, and we were founded in 1946. Legion branches across Canada are dedicated to "serve Veterans, which includes serving military and RCMP members and their families; to promote Remembrance; and to serve our communities and our country." We also support members who served as Royal Canadian Air, Army, and Sea Cadets, and other affiliated members.

Our branch was named after Cecil John Kinross, V.C., for his heroic actions taken at Passchendaele during the First World War. The Kinross family originally immigrated to Lougheed in 1912, and CJ enlisted with the 51st Battalion in October 1915 before being transferred to Edmonton's 49th Canadian Infantry Battalion. When he was just 22 years old, CJ Kinross was awarded the Victoria Cross for single-handedly knocking out a German machine gun nest and saving the lives of countless members of his Battalion in

Passchendaele, Belgium. In March of 1918, he was presented his Victoria Cross at Buckingham Palace by King George V, and he returned to Loughheed in early 1919 to continue farming.

Kinross was named Honourary President of the Loughheed Legion Branch when it was formed on Feb. 23, 1946. When he died on June 21, 1957, at the age of 61, the Loughheed Legion named the branch in his honour. In 1995, a cairn was erected in his memory and carries an apt quotation in Kinross's honour, taken from the fifth-century Greek statesman, Pericles of Athens, who said: "For the whole earth is the Sepulchre of courageous men, and their story is not graven only on stone over their native earth, but lives on far away, without visible symbol, woven into the stuff of other men's lives." His courage and bravery lives on today in each of us and we dedicate ourselves to ensuring new generations remember the bravery and sacrifices made by our veterans.

Our branch provides community services, support, and advocacy for veterans in the Village of Loughheed in alignment with The Royal Canadian Legion mission. Our activities include supporting local veterans, creating events and initiatives to benefit the community, and supporting projects that will serve the wider Loughheed village, including our Veterans.

About our Community

The Village of Loughheed, nicknamed "The Friendly Village," is a rural community located on the south side of Highway 13 in Alberta. Our small population has created a vibrant, tight-knit community of dedicated neighbours, friends, and families and includes members in the neighbouring towns of Hardisty and Sedgewick. Within Flagstaff County, we fondly refer to ourselves as "Three Towns, One Community."

Our community, nestled in the beautiful Battle River Valley, is known for scenic camping and picnic spots, natural environments with inviting winter and summer activities like snowmobiling, fishing, and skiing, and community events like our Christmas lights contest, Friday night Bingo, and curling competitions.

Project Details

The Village of Loughheed currently lacks inclusive and diverse local recreational and fitness infrastructure and the Legion is partnering with the Village to rectify this situation. To address this gap, we will be building a new playground on the site of the old schoolhouse, as well as installing adult and senior-oriented fitness equipment. We will also be updating the existing nearby soccer and basketball fields, offering a modern, engaging space for physical activity, team sports, and community gatherings.



Our playground design will be finalized in partnership with Blue Imp playground supplier. The preliminary design features an engaging, multi-sensory, and diverse array of play equipment capable of meeting the needs of all children and youth. The classical design will provide children with stimulating opportunities to run, jump, glide, climb, and play imaginatively. We will also be installing engineered wood fiber surfacing to create inclusivity for those with mobility aids. The result will be an accessible and exciting playground where diversely-abled peers can play side-by-side, developing important cognitive, social, and physical skills.

The accompanying fitness equipment will be geared towards adults and seniors, helping support active living in our community at all ages and providing free access to physical activity for our veterans, seniors, and adult residents. This additional equipment is crucial for ensuring that our space can meet the needs of our entire community, offering families a place to play, while supporting older adults in maintaining healthy routines.

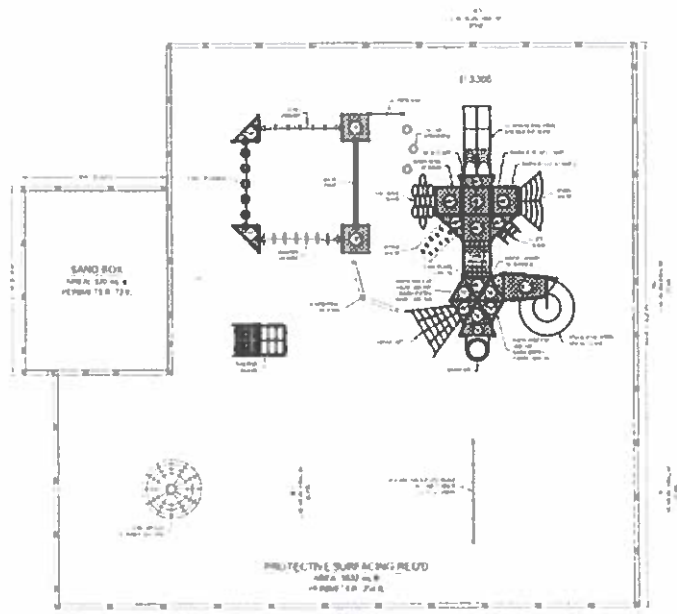
We will also be updating the nearby soccer field and basketball courts. This project will be located on a donated plot of land where the old schoolhouse once was. When the school closed, the land was given to the Village of Loughheed along with the responsibility of maintaining the recreational infrastructure on site for all members of the community. We take this responsibility seriously, and we want to renovate this space to ensure it continues to meet the changing needs of our residents and visitors. Our goal is to utilize this space to its maximum potential, transforming it into a place where community members can exercise, play, and gather. The old school grounds were generously donated in 1925 by the Haugen family and served as a vital gathering place for community members. This new initiative aims to pay tribute to the school's significant role in shaping the identity of our town. Moreover, it aims to ensure that we continue to create opportunities for people to connect with each other.

By updating the soccer field and basketball court along with constructing the playground and fitness equipment, we aim to create a new future of active, engaged, community-focused living opportunities in the Village of Loughheed.

Project Need

The Village of Loughheed is in dire need of more recreational and fitness-focused infrastructure to support our residents and visitors. Our small size and rural location make accessing inclusive and engaging play and physical activity particularly challenging, especially for older residents and families.

While the Loughheed area offers plentiful activities within our natural areas such as camping, snowmobiling, skiing, and fishing, these are often not practical for senior residents, young children, and those with mobility issues. Our project will address the current lack of local recreational and fitness infrastructure while considering the diverse needs of all our residents, offering active living, play, and social gatherings in a central, accessible, and free location.



Visitors to Lougheed will also be able to use the space, encouraging longer visits and returning tourism. This project will address the critical challenges to accessing active living while creating stronger community ties and a happier Village of Lougheed.

Expected Outcomes

We anticipate a widespread positive impact from this project as all residents will be able to benefit from the space. By creating a design that is age-inclusive and multi-functional, all of our residents will be able to find something fun and engaging in the new space. This widespread impact will reinvigorate our community, igniting new interest in active living, outdoor play, and social gatherings.

Beyond the residents of our village, our location off Highway 13 will offer new opportunities for visitors and tourists to use the space, stay longer, and enjoy what our community has to offer. Ultimately, we anticipate that this project will promote a more inclusive, healthy, and social community for decades to come.

Project Timeline

Our timeline is currently subject to change as we work to acquire funding for this initiative. We hope to make this space a reality as soon as possible. We will continue fundraising towards our goal and aim to secure the necessary funding in time to begin construction in August/September 2024. This would allow us to officially open the new space in early fall 2024—in time to celebrate the fall harvest.

Project Finances

Finances are the biggest challenge to overcome for any large-scale project; however, we strongly believe that with the support of the community and partnerships like CFEP, we can successfully complete this project. Our team is fully committed to seeing this phase of planning through to the end and is actively exploring all possible funding opportunities. We greatly appreciate your consideration of our application to the **Community Facility Enhancement Program (CFEP)**, and we would be extremely grateful for your support in making this important community project a reality.

Budget

Revenue

C.J Kinross, V.C., Branch #180 Royal Canadian Legion*	\$2,190
Village of Lougheed	\$125,000
Community Facility Enhancement Program (CFEP)	\$125,000
TOTAL	\$252,190

*Additional support, funds or resources are also available to cover any contingencies or cost increases.

Expenses

Blue Imp Equipment Total	\$153,947
Commercial Installation of Playground, Park Furnishings, Lights and Musical Equipment/Fitness Equipment for Seniors	\$25,300
Commercial Installation of New Soccer Goals and Basketball Goals and Volleyball Net (Net only) and Campfire Ring	\$4,180

Excavation and Disposal of Tailings for Playground	\$7,700
Supply of EWF for Playground	\$12,436
Supply and Installation of Sand for Sand Pit Area	\$1,320
Border Timbers (BP-10) @ \$136.00 ea	\$7,344
Adaptors (BP-09) @ \$64.00 ea	\$704
Installation of Borders and Adaptors	\$3,300
Site Restoration (topsoil and seed)	\$3,300
Freight (approx.)	\$5,500
Excavation and Disposal of Tailings for Picnic Area	\$825
Supply and Installation of New Pea Gravel for Picnic Area	\$2,310
Removal and Re-Installation of Approximately 1000ft of Fencing	\$8,800
Installation of EWF for Picnic Area (20' x 20')	\$715
Supply of EWF for Picnic Area (approx.)	\$2,500
GST	12,009
TOTAL	\$252,190

Additional Information

Organization

Legal name: C.J Kinross, V.C., Branch #180 Royal Canadian Legion

Main contact: Jayne Odegard

Main contact phone number: 780-888-5296

Main contact email: jayneodegard@hotmail.com

Site Address: 907 - 48 Ave (7822631; Block E; Lot 1), Lougheed, AB T0B 2V0.

Registered land title holder: Village of Lougheed

Appendices

In addition to the above information, the following appendices have been included:

- Appendix A: Organization Information
- Appendix B: Letters of Support
- Appendix C: Quote
- Appendix D: Site Photos
- Appendix E: EFT Forms

2.4

Month	Treated Water		Back Wash Pump WASTE WATER		Water Billings	Total Treated Water Accounted For	Difference	2% Diff	TOTAL	Comments
	Water Treatment Plant Usage	Back Wash	Back Wash	Back Wash						
January	1818.0	217.0	1229.9	1446.9	-371.1	36.36	334.7	Fill Firetruck /flood rink		
February	1566.0	187.0	1295.5	1482.5	-83.5	31.32	52.2			
March	1768.0	202.0	1198.5	1400.5	-367.5	35.36	332.1			
April	2419.0	430.0	1121.1	1551.1	-867.9	48.38	819.5	Water Line BREAK		
May	2179.0	218.0	1680.5	1898.5	-280.5	43.58	236.9			
June	2031.0	201.0	1663.0	1864.0	-167.0	40.62	126.4			
July	1674.0	221.0	1175.4	1396.4	-277.6	33.48	244.1			
August	1561.0	247.0	1347.0	1594.0	33.0	31.22	64.2	1.78		
September	1723.0	215.0	1122.6	1337.6	-385.4	34.46	350.9			
October	1733.0	233.0	1144.7	1377.7	-355.3	34.66	320.6	Cleaned raw water tanks		
November	1467.0	215.0	1258.5	1473.5	6.5	29.34	35.8			
December	1404.0	185.0	1286.5	1471.5	67.5	28.08	95.6	39.42		

C.A.O. Task Management List:

1. **ROLL 10400:** The signed offer to purchase for \$1,500.00 and council resolution to accept the offer was delivered to Terry Roberts on Thursday, January 11, 2024. Closing date is April 30, 2024.
2. **ROLL 19000 - ROLL 19800:** Beatty Land Survey moved the lot pins back to where they should be. As of April 30, 2024, instructions have been given to Terry Roberts, Nickerson Roberts LLP. **Lots 1-2** merge to create a title and one roll number. **For lots 3-4-5**, the signed offer to purchase these lots for \$9,000.00 was delivered to Terry Roberts on Thursday, January 11, 2024. Closing date is April 30, 2024. **For lots 6-7**, the signed offer to purchase these lots for \$6,000.00 was delivered to Terry Roberts on Thursday, January 11, 2024. Closing date is April 30, 2024. **Lots 8 & 9 will be left the same.** Once all the paperwork is done on April 30, 2024, the administration will seek approval to list all remaining properties with a realtor and/or auction.
3. **OLD SCHOOL PROPERTY 8 ACRES - PLAYGROUND PROJECT:** Holly Bovencamp attended the council meeting on July 20, 2023. The Village took over this project. ATB bank accounts adjusted to reflect all donations towards this project, **ATB NOW @ \$26,675.60. ROLL 18800, 3.09 acres.** Mr. Harold Haugen from Haugen Farms addressed the council on August 15, 2023. The family farm is now requesting this parcel be returned to the farm if possible, under review. **ROLL 18700, 2.48 acres.** Kailey Robinson from Blue Imp. presented to the council on October 16, 2023, a first draft playground project. The Council approved the resolution on December 21, 2023, to proceed with the grant application. C.F.E.P. Community Facility Enhancement Program is a matching grant program that could support this project. The application was submitted on January 15, 2024, jointly with the Loughheed Legion C.J. Kinross VC Branch 180.
4. **PACE SOLAR FARM DEVELOPMENT:** Lease documents vetted by our solicitor and council. Executed on **February 23, 2023.** PACE is days from final submission to A.U.C., so the project can be reviewed when the minister lifts the restrictions. Rhonda reported on January 15, 2024, that she has completed the application for Caroline, and Loughheed is 98% ready to go. The current lease now includes the

SE 33 -43 -11 W4th. The final maps will be drafted later. PACE is working with Killam, Viking, and Hanna on similar projects.

5. **C.P. RAIL ROAD CLOSURE:** As per the council's request on December 21, 2023, the administration pulled all the documents relating to the CP Rail mystery road and resolutions passed by the Council. Documents enclosed for review in your council package January 18, 2024, item 2.3. C.P. RAIL's request is on hold until both parties determine a new plan.
6. **STAFFING UPDATE:** Discussions with the council over the past few months have determined a need for a staffing restructure. The current PW foreman job is NOT deemed a full-time position, and the WTP duties must be added to the job description to make it the same. The next step is determining how to get to that position with training and/or assistance from another municipality. Meetings between CAOs were completed in January 2024, and a plan is in the works.
7. **ROLL 1700** Tax Sale property under review. It is an old commercial building north of the Village office. The property name change to the Village of Loughheed is complete. The interior is filled with artifacts and antiques, and NO HEAT exists. The back of the property has piles of usable lumber. A game plan will be created in March 2024.
8. **Budget 2024:** The C.A.O. will commence working on the operating budget in late January and will have a first draft ready for review on by the council for the regular council meeting on February 15, 2024.
9. **SPRING SUMMER PROJECTS 2024:** The C.A.O. will commence working on the capital budget in late January and will have a first draft ready for review on by the council for the regular council meeting on February 15, 2024.
10. **Village of Loughheed - Long-Term Strategic Plan:** NO REAL plan in place. Recommendation: The C.A.O. discussed this problem with several C.A.O.s at the AUMA convention. Some were willing to share what they did with Loughheed as a starting point. Plan to work on this strategic plan in November.
11. **MAP REVIEW:** New deadline imposed. 18 items to address. Will add to the pile of work needed to be addressed in January-February-March 2024.

Monthly Financial Reports for Council

Bank Reconciliation PROOF is ZERO. The **Bank Reconciliation balance SB** is the same as the bank balance.> highlight it.

Bank Statement Page 1 & Pages 5-7 Highlight \$\$\$\$.

Cheque Listing for Council. A/P > Reports > Hit cheque listing for council > three tabs > Cheque date> Set it for the 1st of the previous month to month end. EX. March 1, 2023, to April 30, 2023. > Cheque number 2023 _____. Last 2023 _____ Batch > Pick 100 previous to the last batch # EX 3048 to 3148.

Tax Trial Balance Tax > Reports > Trial Balance > ALL > Proof 0.

Utility Trial Balance Utility > Report > Trial Balance > All > All balances> Today's date > Proof Zero.

Balance Sheet GL > Reports > Balance Sheet > Month required > Type > Operating > Funds From > ALL > Preview > S/B /pages > Print > 4. **Bank balance TO match Bank Reconciliation** > out.

Revenue & Expense GL > Reports > Custom Reports > 4 Tabs. **Tab 1** is set correctly. **Tab 2** Column. **Add the month you want this report to populate** > HIT save > Example: March will capture Jan-Feb-Mar. **Tab 3** GL Grouping > This tab will show any GL added this month. If a new GL is created, **move it to the report based on the category where you want it.** **Tab 4** Run this Report > Click X period heading 2. This will show the date the report has compiled too. Please note that > **Date on the top right of the report is the date you are running the report.** Preview > Print. **CAO MUST review any possible GL accounts that might be outside of the budget.** Remember, 12 months are prorated so timing issues will vary over the cycle. If errors are uncovered due to posting, CAO is to complete journal entries to fix month-to-month.

VILLAGE OF LOUGHEED



REQUEST FOR DECISION 24-01-001.

SUBJECT: Village of Lougheed Financials

RECOMMENDATION: *THAT Council accepts the December 31, 2023 financial report as information.*

CAO COMMENTS: *Attached to this RFD are the December 31, 2023, In-House Financial Statements.*

RECOMMENDATION REPORT/DOCUMENT: Attached X

KEY ISSUE(S)/CONCEPTS DEFINED: *This report provides information regarding the financial reporting period between December 1, 2023, and December 31, 2023.*

RELEVANT POLICY/PRACTICES/LEGISLATION: *None*

STRATEGIC RELEVANCE: *Monthly Muniware Reports.*

RESPONSE OPTIONS and DESIRED OUTCOME(S): *Accept financials.*

IMPLICATIONS OF RECOMMENDATION:

GENERAL: *Information is provided to the council to review budgets/actuals.*

FOLLOW-UP ACTION/COMMUNICATIONS: *No follow-up action is required.*

Prepared & submitted by: Richard Lavoie, C.A.O.



Account Summary



As of Jan 02, 2024 @ 12:35 PM MT



Operating Accounts		Available balance	Current balance
Canadian Dollars (3)			
Account name	Account number	Available balance	Current balance
ayground .Trust	836-00003184424	\$26,675.60	\$26,675.60
eneral	836-00930050324	\$673,345.18	\$673,345.18
alking Trail.Trust	836-00930009024	\$6,127.83	\$6,127.83

VILLAGE OF LOUGHEED

Tax Trial Balance (Full Listing)

Trial Balance As Of 2024-01-02

Roll # Title Holder Tax Levy Tax Levy Penalty Accum. Penalty Out. Penalty Outstanding Current 1 Year 2 Years 3 Years Over 3

Sub Ledger		General Ledger				
Tax Levy	371,463.75	Local Improvement Levy		0.00		
Additional Tax Levy	0.00	Accumulated Penalty		6,091.78		
		Outstanding Penalty		1,869.00		
Current	14,973.50					
1 Year	2,757.97			14,973.50		
2 Years	3,116.46			5,874.43		
3 Years	0.00					
Over 3	0.00					
Totals	<u>20,847.93</u>			<u>20,847.93</u>		
Outstanding	<u>20,847.93</u>					
		Total GL		20,847.93		
		Total SL		20,847.93		
		Proof		<u>0.00</u>		

*** End of Report ***

VILLAGE OF LOUGHEED

Utilities Trial Balance (All Balances)

Trial Balance As Of 2024-01-02

Account # Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
----------------	----------------	--------------------	---------	----------	----------	----------	----------

Sub Ledger		General Ledger	
Current	14,488.77		
Overdue 1	1,739.66	3-41-274	16,456.61
Overdue 2	228.18		
Overdue 3	0.00		
Overdue 4	0.00		
Outstanding	16,456.61	Totals	16,456.61
		Total GL	16,456.61
		Total SL	16,456.61
		Proof	0.00

*** End of Report ***

VILLAGE OF LOUGHEED

Balance Sheet Report

2024-Jan-2

12:44:05PM

Operating Only

Description	2023		2022
	December	YTD Balance	Closing Balance
Assets			
Asset Operating			
LEASE OF FIRE HALL	0.00	(1.00)	(1 00)
Tax Arrears	0.00	5,874.43	106,013.52
GST ITC	0.00	0.00	0.00
A/A Engineering Structures	0.00	(2,272,552.94)	(2,272,552.94)
A/A Buildings	0.00	(145,160.98)	(145,160.98)
A/A Machinery & Equip	0.00	(210,046.61)	(210,046.61)
A/A Vehicles	0.00	(163,026.20)	(163,026.20)
Total	0.00	(2,784,913.30)	(2,684,774.21)
Accounts Receivable			
Current Taxes	(801.02)	14,973.50	17,419.45
ACCOUNTS RECEIVABLE	(335.58)	1,347.99	371.62
Provincial Grants In Lieu	0.00	0.00	0.00
Local Gov't Grants In Lieu	0.00	0.00	0.00
ACCOUNTS RECEIVABLE - AUDITOR USE	0.00	3,297.92	3,297.92
From Province	0.00	0.00	0.00
Provincial Unconditional Grants	0.00	0.00	0.00
Provincial Conditional Grants	0.00	448,290.00	448,290.00
Accrued - Bank Reconciliation - Adj	0.00	(657.81)	0.00
GST-REBATEABLE	1,303.72	26,637.41	0.00
GST RETURN FILED	0.00	434.09	18,490.11
UTILITY ARREARS	0.00	(800.18)	(800.18)
Water Supply	(6,090.08)	16,456.61	19,575.11
Sewage Service	0.00	0.00	0.00
Land Held for Resale	0.00	73,809.77	73,809.77
Recreation	0.00	0.00	0.00
Total Accounts Receivable	(5,922.96)	583,789.30	580,453.80
Bank			
CASH ON HAND	0.00	70.00	70.00
GENERAL OPERATING ACCOUNT 9300503-24	(33,368.93)	642,973.87	349,831.62
ATB - CEMETERY OLD - CLOSED JULY 6 2023	0.00	0.00	10,028.56
ATB - (0031844-24) PLAYGROUND - TRUST	0.00	25,914.35	62,093.16
ATB - JULY 6 2023 ADJ BALANCE BANK ACCTS	0.00	(3,003.47)	0.00
BRCU CHEQUING	0.00	0.00	0.00
ATB (9300090-24) WALKING TRAIL - TRUST	0.00	3,500.00	5,776.30
TRUST ACCOUNT - CEMETERY	0.00	0.00	0.00
AB Municipal Financing Corporation	0.00	0.00	0.00
Petty Cash Float	0.00	0.00	0.00
Total Bank	(33,368.93)	669,454.75	427,799.64
Fixed Assets			
Village Offices	0.00	0.00	0.00
Office	0.00	0.00	0.00
Office	0.00	0.00	0.00
Fire Hall	0.00	0.00	0.00
Fire Fighting Equipment	0.00	0.00	0.00
Fire Halls	0.00	0.00	0.00
Fire Vehicles	0.00	0.00	0.00
Public Safety Equipment	0.00	0.00	0.00
Roads, Streets, Walks & Lighting	0.00	4,947,842.14	4,947,842.14
Public Works Road Equipment	0.00	297,711.57	297,711.57
Public Works Trucks	0.00	184,054.44	184,054.44

Balance Sheet Report

2024-Jan-2

12:44:05PM

Operating Only

Description	2023		2022
	December	YTD Balance	Closing Balance
Drainage	0.00	0.00	0.00
Water System	0.00	0.00	0.00
Water Buildings	0.00	0.00	0.00
Sewer Lagoon	0.00	0.00	0.00
Sewage Lift Stations	0.00	0.00	0.00
Lagoon Land	0.00	0.00	0.00
Recreation Facilities	0.00	0.00	0.00
Recreation Booth	0.00	0.00	0.00
Recreation Land	0.00	0.00	0.00
Library	0.00	0.00	0.00
Total Fixed Assets	0.00	5,429,608.15	5,429,608.15
Other Assets			
Trust Account 1356	0.00	0.00	0.00
Trust Account 1355	0.00	0.00	0.00
Trust Account 9300090-25	0.00	0.00	0.00
Total Other Assets	0.00	0.00	0.00
Other Current Assets			
BRCU COMMON SHARES	0.00	1,819.58	2,021.76
TAX RECOVERY ACCOUNT	0.00	204,776.57	99,553.03
Allowance for Uncollectible Taxes	0.00	(75,923.41)	(75,923.41)
PREPAID EXPENSES	0.00	0.00	0.00
FORTIS CONSTRUCTION ADVANCE REFUND	0.00	0.00	0.00
HOUSE FOR RESALE	0.00	0.00	0.00
Total Other Current Assets	0.00	130,672.74	25,651.38
Total Asset Operating	(39,291.89)	4,028,611.64	3,778,738.76
Total Assets	(39,291.89)	4,028,611.64	3,778,738.76

Liabilities **Liability Operating**

ACCOUNTS PAYABLE	1.00	0.00	(53,842.19)
RECEIVER GENERAL PAYABLE	5,047.36	0.00	0.00
LAPP PAYABLE	0.00	(248.08)	0.00
AUMA BENEFITS PAYABLE	787.19	1,279.98	0.00
ADVANCE PAYABLE	0.00	0.00	0.00
Deferred-MSi Capital	0.00	(96,277.00)	(96,277.00)
Deferred-MSi Operating	0.00	0.00	0.00
Deferred-Federal Tax	0.00	(271,669.00)	(271,669.00)
Deferred Rev-SIP	0.00	0.00	0.00
Deferred-AMIP	0.00	0.00	0.00
GST COLLECTED	(110.18)	(2,430.84)	0.00
WATER INFRASTRUCTURE RESERVE	0.00	0.00	0.00
WASTE WATER INFRASTRUCTURE RESERVE	0.00	0.00	0.00
Debenture - 46 Sifton	0.00	0.00	0.00
Total	5,725.37	(369,344.94)	(421,788.19)
Accounts Payable			
VACATION PAYABLE	0.00	(498.00)	(498.00)
ACCOUNTS PAYABLE - AUDITOR	0.00	0.00	0.00
AUMA RRSP HOLDING PAYABLE	1,020.00	0.00	0.00
PAYROLL BANKED TIME	0.00	(480.00)	(480.00)
ACCOUNTS PAYABLE - AUDITOR USE	0.00	(8,647.78)	7,754.45
Ambulance Service	0.00	0.00	0.00
Recreation Requisition	0.00	0.00	0.00

Balance Sheet Report

2024-Jan-2

12:44:05PM

Operating Only

Description	2023		2022
	December	YTD Balance	Closing Balance
Provincial Planning Requisition	0.00	0.00	0.00
School Supplementary Requisition	0.00	0.00	0.00
Flagstaff Foundation	0.00	0.00	0.00
Total Accounts Payable	1,020.00	(9,625.78)	6,776.45
Other Current Liability			
TRUST ACCOUNT - CEMETERY	0.00	0.00	0.00
LONG TERM DEBT - BANK	0.00	0.00	0.00
BRCU - Line of Credit	0.00	0.00	0.00
DEFERRED REVENUE	0.00	(29,914.35)	(29,914.35)
ATB - Line of Credit	0.00	0.00	0.00
Debenture - AMFC	0.00	0.00	0.00
Debenture - AMFC	0.00	(6,835.77)	(6,835.77)
UTILITY CUSTOMER DEPOSITS	0.00	0.00	0.00
Debenture - AMFC	0.00	0.00	0.00
Debenture - West End Lift Station	0.00	0.00	0.00
Debenture - AMFC	0.00	0.00	0.00
Total Other Current Liability	0.00	(36,750.12)	(36,750.12)
Surplus Deficit			
RESERVES	0.00	(48,915.00)	(48,915.00)
ACCUMULATED SURPLUS	0.00	(646,076.25)	(646,076.25)
EQUITY IN PHYSICAL ASSETS	0.00	(2,968,662.81)	(2,968,662.81)
Total Surplus Deficit	0.00	(3,663,654.06)	(3,663,654.06)
Total Liability Operating	6,745.37	(4,079,374.90)	(4,115,415.92)
Total Liabilities	6,745.37	(4,079,374.90)	(4,115,415.92)
Current Year Surplus/Deficit	(32,546.52)	(50,763.26)	(336,677.16)
Total Liabilities	(39,291.89)	4,028,611.64	3,778,738.76

*** End of Report ***

VILLAGE OF LOUGHEED

REVENUE & EXPENSE

For the Period Ending January 15, 2024

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
MUNICIPAL REVENUE							
1-00-111	NON RESIDENTIAL - TAX	(116,605.14)	(117,100.00)	(115,487.94)	0.00	0.00	0.00
1-00-112	LINEAR/MACH & EQUIP.	(21,987.12)	(22,500.00)	(22,484.19)	0.00	0.00	0.00
1-00-110	RESIDENT/FARM/MANOR - TAX	(174,284.19)	(177,500.00)	(178,480.42)	0.00	0.00	0.00
1-00-190	LINEAR POWER & PIPELINE	(41.85)	(42.18)	(41.85)	0.00	0.00	0.00
1-00-510	PENALTIES & COSTS - TAXES	(10,702.00)	(10,000.00)	(6,387.09)	0.00	(4,317.20)	4,317.20
1-00-540	FRANCHISE FEES - ATCO & FORTIS	(30,123.81)	(30,000.00)	(28,501.04)	0.00	0.00	0.00
1-00-550	INTEREST - MUNICIPAL GRANTS	(33.99)	0.00	0.00	0.00	0.00	0.00
1-00-770	AB SCHOOL FOUND. FUND	(51,083.59)	(50,860.68)	(53,234.94)	0.00	0.00	0.00
1-00-771	FLAGSTAFF REGIONAL HOUSING	(2,275.07)	(2,225.00)	(2,485.09)	0.00	0.00	0.00
1-00-840	PROV. COND. GRANTS - MSI OP.	(40,233.00)	(80,466.00)	(80,466.00)	0.00	0.00	0.00
1-00-990	FLAGSTAFF HOUSING CREDIT- MTG	(595.00)	0.00	(255.00)	0.00	0.00	0.00
1-00-991	F.I.P. REQUISITION - RETURNED	0.00	0.00	(1,309.11)	0.00	0.00	0.00
1-26-530	BYLAW FINES	(875.00)	(170.10)	(820.00)	0.00	0.00	0.00
*	TOTAL MUNICIPAL REVENUE	(448,839.76)	(490,863.96)	(489,952.67)	0.00	(4,317.20)	4,317.20
ADMINISTRATIVE REVENUE							
1-12-400	ATB FINANCIAL - INTEREST PAID	(140.84)	(7,790.43)	(31,048.76)	0.00	0.00	0.00
1-12-410	PHOTOCOPY - ADMINISTRATION REVENUE	(76.41)	(100.00)	(5.00)	0.00	0.00	0.00
1-12-525	ANIMAL LICENSES & FINES	(195.00)	(200.00)	(245.00)	0.00	0.00	0.00
1-12-560	LEASE/LAND- FARM-PACE	(9,039.27)	(9,039.27)	(10,382.16)	0.00	0.00	0.00
1-12-590	OTHER REVENUE - ADMINISTRATION	(10,636.15)	(2,000.00)	(1,808.51)	0.00	0.00	0.00
1-12-960	HISTORY BOOK	(20.00)	(40.00)	(20.00)	0.00	0.00	0.00
1-12-520	PERMIT FEES/ SUPERIOR SAFETY	(225.00)	(1,000.00)	(392.80)	0.00	0.00	0.00
1-12-412	TAX CERT/LTR COMPLIANCE	(850.00)	(1,000.00)	(1,195.25)	0.00	0.00	0.00
*	TOTAL ADMINISTRATIVE REVENUE	(21,182.67)	(21,169.70)	(45,097.48)	0.00	0.00	0.00
FIRE & PREVENTIVE SERV. REV.							
1-23-990	FRESS - INTERMUNICIPAL - CONTRACT	(1.50)	0.00	(1.00)	0.00	0.00	0.00
*	TOTAL FIRE & PREVENTIVE SERV.	(1.50)	0.00	(1.00)	0.00	0.00	0.00
ROADS & STREET REVENUE							



VILLAGE OF LOUGHEED

REVENUE & EXPENSE

For the Period Ending January 15, 2024

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
1-32-590	GRASS SNOW - PUBLIC WORKS REVENUE	(3,554.88)	(1,000.00)	(1,330.00)	0.00	0.00	0.00
1-32-840	C.C.B.F. - GRANT ROADS	(10,766.00)	0.00	0.00	0.00	0.00	0.00
1-32-845	CANADA SUMMER STUDENT- GRANTS	(4,200.00)	(4,500.00)	0.00	0.00	0.00	0.00
*	TOTAL ROADS & STREET REVENUE	(18,520.88)	(5,500.00)	(1,330.00)	0.00	0.00	0.00
WATER REVENUE							
1-41-410	WATER BILLINGS	(94,062.48)	(96,700.00)	(93,521.22)	0.00	0.00	0.00
1-41-411	INFRASTRUCTURE WATER FEE	(21,388.80)	(22,100.00)	(22,200.40)	0.00	0.00	0.00
1-41-510	PENALTIES	(1,231.65)	(1,850.00)	(1,980.68)	0.00	0.00	0.00
*	TOTAL WATER REVENUE	(116,682.93)	(120,650.00)	(117,702.30)	0.00	0.00	0.00
WASTEWATER REVENUE							
1-42-410	SEWER BILLINGS	(33,132.69)	(34,700.00)	(33,203.32)	0.00	0.00	0.00
1-42-411	INFRASTRUCTURE SEWER FEE	(21,100.80)	(21,800.00)	(21,876.40)	0.00	0.00	0.00
*	TOTAL WASTEWATER REVENUE	(54,233.49)	(56,500.00)	(55,079.72)	0.00	0.00	0.00
WASTE REMOVAL REVENUE							
1-43-410	GARBAGE BILLINGS	(43,092.60)	(44,000.00)	(43,980.88)	0.00	0.00	0.00
*	TOTAL WASTE REMOVAL REVENUE	(43,092.60)	(44,000.00)	(43,980.88)	0.00	0.00	0.00
CEMETERIES REVENUE							
1-56-410	PLOT SALES	0.00	(571.44)	(761.92)	0.00	0.00	0.00
1-56-590	DONATIONS	(1,565.00)	(1,500.00)	(2,220.00)	0.00	0.00	0.00
1-56-850	FLAGSTAFF - GRANT - MAINT CEMETRY	(625.00)	(625.00)	(625.00)	0.00	0.00	0.00
*	TOTAL CEMETERIES REVENUE	(2,190.00)	(2,696.44)	(3,606.92)	0.00	0.00	0.00
PLAN/DEVELOP/LAND REVENUE							
1-66-464	TAX RECOVERY - LOT SALES	0.00	(5,000.00)	(69,000.00)	0.00	0.00	0.00
*	TOTAL PLAN/DEVELOP/LAND REVENUE	0.00	(5,000.00)	(69,000.00)	0.00	0.00	0.00

VILLAGE OF LOUGHEED

REVENUE & EXPENSE

For the Period Ending January 15, 2024

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
RECREATION REVENUE							
1-72-210	CAMPGROUND FEES	(410.00)	(500.00)	(1,080.00)	0.00	0.00	0.00
*	TOTAL RECREATION REVENUE	(410.00)	(500.00)	(1,080.00)	0.00	0.00	0.00
CAPITAL REVENUE							
1-32-830	FEDERAL CAPITAL CCBF GRANT	0.00	0.00	(150,000.00)	0.00	0.00	0.00
1-41-840	PROVINCIAL GRANT - WATER	(2,390.00)	0.00	0.00	0.00	0.00	0.00
1-42-840	PROVINCIAL M.S.I. CAPITAL GRANT	0.00	0.00	(66,409.00)	0.00	0.00	0.00
1-72-771	PLAYGROUND PROJECT - DONATIONS	0.00	(5,000.00)	(4,000.00)	0.00	0.00	0.00
1-72-842	BATTLE RIVER FOUNDATION-GRANT	0.00	0.00	(3,500.00)	0.00	0.00	0.00
1-12-840	PROV GRANT - CAPITAL	0.00	(148,290.00)	(148,290.00)	0.00	0.00	0.00
*	TOTAL CAPITAL REVENUE	(2,390.00)	(153,290.00)	(372,199.00)	0.00	0.00	0.00
LEGISLATIVE REVENUE							
*	TOTAL LEGISLATIVE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL REVENUE	(707,543.83)	(900,170.10)	(1,199,029.97)	0.00	(4,317.20)	4,317.20

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
REQUISITION EXP.							
2-00-770	ASFF - REQUISITION	50,860.68	50,860.68	49,186.72	50,000.00	0.00	50,000.00
2-00-771	FRHG LODGE REQUISITION	2,275.00	2,225.00	2,225.00	3,115.00	0.00	3,115.00
2-00-774	FRESS-FLAGST-REG-EMERG-SERV-SOC.	18,089.77	17,779.62	17,783.83	17,684.45	0.00	17,684.45
2-00-775	POLICING FUNDING MODEL REQUISITION	6,629.00	9,534.00	9,534.00	13,600.00	0.00	13,600.00
2-51-750	FCSS - REQUISITION	2,227.20	1,982.14	1,991.14	2,137.50	0.00	2,137.50
2-43-350	FLAGSTAFF REG. WASTE - REQUISITION	41,583.32	40,072.94	40,072.92	40,249.35	0.00	40,249.35
2-74-755	PARKLAND LIBRARY REGIONAL REQ.	2,198.85	2,520.00	2,551.50	2,579.58	0.00	2,579.58
2-74-770	LOUGHEED REQUISITION PD TO - LIBRARY	2,000.00	0.00	2,000.00	4,000.00	0.00	4,000.00
	* TOTAL REQUISITION EXP.	125,863.82	124,974.38	125,345.11	133,365.88	0.00	133,365.88
LEGISLATIVE EXPENSES							
2-11-130	EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	165.38	0.00	165.38
2-11-140	PARKLAND REGIONAL LIBR -MTG-FEES	203.32	0.00	304.98	0.00	0.00	0.00
2-11-150	ELECTION COSTS	200.00	0.00	0.00	220.50	0.00	220.50
2-11-151	ELECTED OFFICIALS FEES	17,762.00	18,000.00	15,785.00	15,324.75	0.00	15,324.75
2-11-211	ELECTED OFFICIALS - MILEAGE & CONVENTION	979.97	4,500.00	2,273.27	1,457.44	0.00	1,457.44
2-11-214	COUNCIL - COURSES	476.18	750.00	36.77	0.00	0.00	0.00
2-11-221	COUNCIL - ADVERTISING	429.86	750.00	454.60	397.57	0.00	397.57
2-11-274	INSURANCE	0.00	0.00	0.00	220.50	0.00	220.50
2-11-510	SUPPLIES	332.42	1,000.00	377.75	1,819.13	0.00	1,819.13
	* TOTAL LEGISLATIVE EXPENSES	20,383.75	25,000.00	19,232.37	19,605.26	0.00	19,605.26
ADMINISTRATIVE EXPENSE							
2-12-110	SALARIES-OFFICE	80,712.18	91,500.00	85,700.41	99,225.00	0.00	99,225.00
2-12-130	EMPLOYER CONTRIBUTIONS	18,626.35	19,750.00	18,182.93	19,845.00	0.00	19,845.00
2-12-140	EMPLOYEE BENEFITS HSA PSA	0.00	3,000.00	1,642.50	0.00	0.00	0.00
2-12-200	CONTRACTED SERVICE - ADMIN.	4,176.90	4,000.00	4,790.47	1,102.50	0.00	1,102.50
2-12-211	MILEAGE & CONVENTION-ADMIN.	380.23	500.00	1,777.04	1,102.50	0.00	1,102.50
2-12-213	MUNICIPAL MEMBERSHIPS-AUMA-INVEST	2,077.72	3,150.00	1,484.76	3,307.50	0.00	3,307.50
2-12-214	TRAINING/COURSES	170.93	525.00	272.69	551.25	0.00	551.25
2-12-215	FREIGHT, POSTAGE	506.04	550.00	429.18	551.25	0.00	551.25
2-12-217	PHONE/INTERNETWEBSITE	7,052.00	11,000.00	7,716.89	4,961.25	0.00	4,961.25
2-12-220	ADVERTISING	3,774.44	2,500.00	950.89	2,205.00	0.00	2,205.00
2-12-230	LEGAL SERVICES - & PACE REIMBURSE	2,786.52	10,000.00	(231.88)	5,512.50	0.00	5,512.50

VILLAGE OF LOUGHEED

REVENUE & EXPENSE

For the Period Ending January 15, 2024

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
2-12-231	ASSESSMENT SERVICES	7,556.00	8,400.00	7,784.00	8,268.75	0.00	8,268.75
2-12-232	ANNUAL AUDIT	8,224.83	8,000.00	7,800.00	8,820.00	0.00	8,820.00
2-12-235	TAX RECOVERY LEGAL FEES	1,449.12	0.00	0.00	551.25	0.00	551.25
2-12-237	MUNIWARE-CATALIS- ACCOUNTING	4,673.14	6,800.00	6,377.86	6,615.00	0.00	6,615.00
2-12-250	REPAIRS & MAINTENANCE-BASIC WORK	0.00	500.00	153.92	551.25	0.00	551.25
2-12-252	TECHNOLOGY	5,657.77	5,500.00	0.00	4,961.25	0.00	4,961.25
2-12-270	INSURANCE DEDUCTIBLE SLIP FALL 2018	0.00	0.00	2,500.00	0.00	0.00	0.00
2-12-274	INSURANCE	2,390.74	8,289.19	8,991.39	7,386.75	0.00	7,386.75
2-12-341	LAND TITLE FEES	609.05	500.00	0.00	275.63	0.00	275.63
2-12-350	BAD DEBTS	2,722.67	1,000.00	0.00	0.00	0.00	0.00
2-12-400	DONATIONS - ADMINISTRATION	88.00	1,500.00	263.71	275.63	0.00	275.63
2-12-411	INSURANCE - FIRE TRUCK - REFUNDED	1,875.21	945.21	945.21	1,267.88	0.00	1,267.88
2-12-510	SUPPLIES	4,154.78	7,000.00	4,844.81	2,756.25	0.00	2,756.25
2-12-513	EQUIPMENT	0.00	0.00	0.00	1,102.50	0.00	1,102.50
2-12-540	EPCOR - POWER	2,669.32	2,900.00	3,464.74	2,094.75	0.00	2,094.75
2-12-550	DIRECT ENERGY - NATURAL GAS	1,036.24	950.00	1,192.15	882.00	0.00	882.00
2-12-810	ADMIN - BANK CHARGES	685.48	500.00	681.32	115.76	1.00	114.76
2-12-950	AG SOCIETY- FIREWORKS	0.00	0.00	4,061.84	0.00	0.00	0.00
2-12-545	TAX RECOVERY PROP. - EPCOR	0.00	8,000.00	4,557.74	0.00	0.00	0.00
2-12-555	TAX RECOVERY PROP.- DIRECT ENERGY	0.00	2,500.00	0.00	0.00	0.00	0.00
2-12-630	NEW/REPAIR/MAINTENANCE	2,048.56	2,500.00	951.13	0.00	0.00	0.00
	* TOTAL ADMINISTRATIVE EXPENSE	166,104.22	212,259.40	177,285.70	184,288.39	1.00	184,287.39
FIRE & PREVENTIVE SERVIC. EXP.							
2-23-000	FLAGSTAFF REGIONAL EMERGENCY SERVICES	0.00	0.00	0.00	11,025.00	0.00	11,025.00
2-23-110	VOLUNTEER FIREFIGHTER PAY	(180.00)	0.00	0.00	2,205.00	0.00	2,205.00
2-23-149	EMERG & DISASTER SERV TRAIN.	250.00	500.00	0.00	551.25	0.00	551.25
2-23-211	TRAVEL & SUB.	374.35	500.00	0.00	0.00	0.00	0.00
2-23-214	MEMBERSHIPS/REQUISITIONS	0.00	0.00	0.00	330.75	0.00	330.75
2-23-217	PHONE/RADIO LICENCE/SECURITY	886.78	1,200.00	793.56	2,205.00	0.00	2,205.00
2-23-221	FIRE-Advertising	0.00	0.00	0.00	165.38	0.00	165.38
2-23-253	EQUIP. - REPAIR & MAINTENANCE	1,102.71	1,200.00	1,146.23	1,102.50	0.00	1,102.50
2-23-254	INFRASTRUCTURE - REPAIR & MAINT.	0.00	0.00	0.00	1,102.50	0.00	1,102.50
2-23-275	INSURANCE BLDG. & EQUIP	2,289.01	2,338.78	2,338.78	5,733.00	0.00	5,733.00
2-23-510	SUPPLIES	41.53	400.00	154.98	551.25	0.00	551.25
2-23-511	FUEL	0.00	0.00	0.00	330.75	0.00	330.75
2-23-540	EPCOR - POWER	2,720.76	3,000.00	2,397.46	3,307.50	0.00	3,307.50

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
2-23-550	DIRECT ENERGY - NATURAL GAS	2,314.06	2,200.00	2,261.27	1,323.00	0.00	1,323.00
2-23-763	AMORTIZATION	1,732.04	0.00	0.00	0.00	0.00	0.00
2-23-831	DEBENTURE INTEREST	485.40	395.74	409.28	837.90	0.00	837.90
2-23-832	DEBENTURE PRINCIPAL	0.00	3,320.00	6,835.45	3,268.91	0.00	3,268.91
2-23-990	FIRE MISC. CHARGES & DONATION	0.00	0.00	0.00	771.75	0.00	771.75
*	TOTAL FIRE & PREVENTIVE SERVIC	12,016.64	15,054.52	16,337.01	34,811.44	0.00	34,811.44
PREV.SOC.SERV. EXPENSES							
2-26-200	BYLAW ENFORCE. SERV.	5,530.00	1,160.00	1,443.10	2,205.00	0.00	2,205.00
*	TOTAL PREV.SOC.SERV. EXPENSES	5,530.00	1,160.00	1,443.10	2,205.00	0.00	2,205.00
COMMON SERVICES EXPENSE							
2-31-110	SALARIES & WAGES	15,464.99	18,000.00	11,504.92	13,230.00	0.00	13,230.00
2-31-130	EMPLOYER CONTRIBUTIONS	1,123.96	3,750.00	865.55	1,102.50	0.00	1,102.50
2-31-136	SAFETY - WCB	173.33	650.00	980.77	0.00	86.40	(86.40)
2-31-200	CONTRACT-REPAIR & MAINTENANCE	475.99	15,000.00	8,348.75	11,025.00	0.00	11,025.00
2-31-217	PW PHONE	1,151.43	1,200.00	1,151.40	1,267.88	0.00	1,267.88
2-31-275	INSURANCE	2,528.41	1,763.96	1,763.96	2,618.44	0.00	2,618.44
2-31-510	SUPPLIES	3,869.71	3,500.00	6,615.19	2,756.25	0.00	2,756.25
2-31-511	FUEL UFA ACCOUNT	6,074.62	3,000.00	2,658.84	2,205.00	0.00	2,205.00
2-31-513	SMALL TOOLS/ EQUIPMENT	255.44	1,000.00	0.00	1,102.50	0.00	1,102.50
2-31-514	MAINTENANCE & REPAIRS	1,107.51	1,500.00	1,477.32	2,205.00	0.00	2,205.00
2-31-540	SHOP- EPCOR - ELECTRICITY	2,336.64	2,400.00	2,478.00	3,858.75	0.00	3,858.75
2-31-550	SHOP-DIRECT ENERGY - NATURAL GAS	1,586.30	1,750.00	3,169.54	2,205.00	0.00	2,205.00
2-31-631	SIDEWALK REPLACEMENT PROJECT	0.00	0.00	0.00	66,150.00	0.00	66,150.00
*	TOTAL COMMON SERVICES EXPENSE	36,148.33	53,513.96	41,014.24	109,726.31	86.40	109,639.91
ROADS & STREETS EXPENSE							
2-32-110	SALARIES & WAGES	15,890.00	19,000.00	28,638.30	6,615.00	0.00	6,615.00
2-32-130	EMPLOYER CONTRIBUTIONS	1,123.16	1,850.00	2,239.79	220.50	0.00	220.50
2-32-136	WCB - ROADS STREETS	345.91	650.00	807.97	1,819.13	86.40	1,732.73
2-32-148	TRAINING	0.00	300.00	0.00	165.38	0.00	165.38
2-32-200	CONTRACTED SERVICES - ROADS	1,568.58	5,000.00	1,391.95	19,845.00	0.00	19,845.00
2-32-215	FREIGHT/POSTAGE/TELEPHONE	124.69	500.00	333.93	661.50	0.00	661.50
2-32-250	REPAIRS & MAINTENANCE	27,616.57	25,000.00	3,793.26	22,050.00	0.00	22,050.00

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
2-32-275	INSURANCE	1,949.89	3,384.77	3,442.06	1,102.50	0.00	1,102.50
2-32-510	SUPPLIES	3,747.38	4,000.00	1,485.99	3,307.50	0.00	3,307.50
2-32-511	FUEL UFA ACCOUNT	6,034.54	4,500.00	4,313.92	3,307.50	0.00	3,307.50
2-32-540	EPCOR - POWER	31,040.48	28,000.00	31,103.74	31,972.50	0.00	31,972.50
2-32-763	AMORTIZATION	48,449.71	0.00	0.00	0.00	0.00	0.00
2-32-840	ROADS - C.C.B.F #2531 - ASPHALT PATCHES	0.00	0.00	82,380.96	0.00	0.00	0.00
*	TOTAL ROADS & STREETS EXPENSE	137,890.91	92,184.77	159,931.87	91,066.50	86.40	90,980.10
WATER EXPENSE							
2-41-110	SALARIES & WAGES	9,662.81	9,500.00	12,585.24	11,025.00	0.00	11,025.00
2-41-130	EMPLOYER CONTRIBUTIONS	696.06	950.00	2,361.14	1,102.50	0.00	1,102.50
2-41-136	WATER - WCB	518.48	650.00	1,067.17	3,528.00	86.40	3,441.60
2-41-200	CONTRACTED SERVICES	18,884.94	10,000.00	9,901.12	4,410.00	0.00	4,410.00
2-41-210	KILLAM-SUB CONTRACTED SERVICES	31,019.45	36,000.00	29,926.02	26,460.00	0.00	26,460.00
2-41-211	MILEAGE & SUB.	0.00	0.00	0.00	551.25	0.00	551.25
2-41-215	FREIGHT/POSTAGE	5,486.98	6,000.00	6,957.95	6,063.75	0.00	6,063.75
2-41-217	PHONE/INTERNET - P.W.	2,234.43	1,800.00	1,208.23	2,205.00	0.00	2,205.00
2-41-250	REPAIRS & MAINTENANCE	9,895.57	20,000.00	4,143.78	8,820.00	0.00	8,820.00
2-41-275	INSURANCE	9,468.95	8,518.83	8,518.83	9,261.00	0.00	9,261.00
2-41-510	SUPPLIES - EQUIPMENT - WATER	1,946.40	8,500.00	9,827.00	4,410.00	0.00	4,410.00
2-41-531	TREATMENT CHEMICALS	14,017.22	8,000.00	7,790.68	11,025.00	0.00	11,025.00
2-41-540	EPCOR - POWER	16,564.77	15,000.00	18,982.48	13,230.00	0.00	13,230.00
2-41-550	DIRECT ENERGY - NATURAL GAS	1,309.11	1,200.00	6,227.64	8,820.00	0.00	8,820.00
2-41-633	PLANT DISTRIBUTION PIPING	0.00	0.00	0.00	72,765.00	0.00	72,765.00
2-41-636	CCBF-#2449 GRANT- WATER METER REPLACEMENT	0.00	0.00	34,574.76	0.00	0.00	0.00
2-41-763	AMORTIZATION	62,756.70	0.00	0.00	0.00	0.00	0.00
*	TOTAL WATER EXPENSE	184,461.87	126,118.83	154,072.04	183,676.50	86.40	183,590.10
WASTEWATER EXPENSE							
2-42-110	SALARIES & WAGES	3,327.61	5,500.00	11,649.14	4,410.00	0.00	4,410.00
2-42-130	EMPLOYER CONTRIBUTIONS	252.55	554.60	2,256.77	441.00	0.00	441.00
2-42-136	WCB - WASTEWATER	518.50	650.00	721.57	140.83	86.40	54.43
2-42-200	CONTRACTED SERVICES - WASTEWATER	1,000.00	1,000.00	9,980.00	2,756.25	0.00	2,756.25
2-42-210	KILLAM-SUB CONTRACTOR SERVICES	10,337.45	12,000.00	9,508.64	22,050.00	0.00	22,050.00
2-42-215	FREIGHT/POSTAGE	227.22	300.00	382.04	551.25	0.00	551.25

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
2-42-217	PHONE	666.22	670.00	666.50	826.88	0.00	826.88
2-42-250	REPAIRS & MAINTENANCE	10,029.51	1,000.00	3,488.33	11,025.00	0.00	11,025.00
2-42-275	INSURANCE	2,749.12	2,153.37	2,153.37	2,315.25	0.00	2,315.25
2-42-510	SUPPLIES	46.16	300.00	1,231.11	2,205.00	0.00	2,205.00
2-42-540	EPCOR-POWER	3,180.25	3,200.00	3,912.80	3,858.75	0.00	3,858.75
2-42-550	DIRECT ENERGY - NATURAL GAS	2,875.39	2,500.00	3,354.89	2,756.25	0.00	2,756.25
2-42-632	2022 - FLUSHING SEWER LINES	61,498.00	0.00	0.00	0.00	0.00	0.00
2-42-630	MS1 # 15674 - LIFT STATION - UPG - SEWER	0.00	160,000.00	118,152.74	0.00	0.00	0.00
2-42-763	AMORTIZATION	16,880.01	0.00	0.00	0.00	0.00	0.00
*	TOTAL WASTEWATER EXPENSE	113,587.99	189,827.97	167,457.90	53,336.46	86.40	53,250.06
WASTE REMOVAL EXPENSE							
2-43-215	FREIGHT/POSTAGE STATIONARY	0.00	55.08	0.00	385.88	0.00	385.88
2-43-250	CONTRACTED SERVICES - WASTE	2,493.06	2,500.00	627.92	551.25	0.00	551.25
*	TOTAL WASTE REMOVAL EXPENSE	2,493.06	2,555.08	627.92	937.13	0.00	937.13
CEMETERIES EXPENSE							
2-56-110	SALARIES & WAGES	2,100.00	1,500.00	262.08	4,410.00	0.00	4,410.00
2-56-130	EMPLOYER CONTRIBUTIONS	151.58	178.04	18.81	275.63	0.00	275.63
2-56-200	CONTRACTED SERVICES - CEMETERY	952.38	1,000.00	907.03	716.63	0.00	716.63
2-56-250	REPAIR & MAINT - CEMETERY	0.00	0.00	215.20	1,653.75	0.00	1,653.75
2-56-274	INSURANCE	627.06	0.00	37.44	38.59	0.00	38.59
*	TOTAL CEMETERIES EXPENSE	3,831.02	2,678.04	1,440.56	7,094.59	0.00	7,094.59
PLAN/DEVELOP/LAND EXPENSE							
2-61-510	SAFETY CODES PERMITS	220.50	250.00	0.00	0.00	0.00	0.00
2-66-221	REALTOR COMMISSION - LOT SALES	0.00	0.00	12,000.00	0.00	0.00	0.00
2-66-222	LEGAL- LAND DEVELOP. & TAX RECOVERY	0.00	0.00	1,955.00	0.00	0.00	0.00
2-66-233	ENGINEERING- SURVEY FEES	0.00	0.00	1,564.00	0.00	0.00	0.00
2-66-200	CONTRACTED SERVICES-LOT SALES	0.00	0.00	627.00	0.00	0.00	0.00
2-66-000	ARB & SDAB TRAINING SHARE	45.00	100.00	0.00	441.00	0.00	441.00
*	TOTAL PLAN/DEVELOP/LAND EXPENS	265.50	350.00	16,146.00	441.00	0.00	441.00

General Ledger	Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Budget Remaining \$
RECREATION EXPENSE							
2-72-110	SALARIES & WAGES	16,104.00	15,000.00	21,108.12	11,025.00	0.00	11,025.00
2-72-130	EMPLOYER CONTRIBUTIONS	1,161.74	954.60	2,259.07	551.25	0.00	551.25
2-72-200	CONTRACTED SERVICES-PARKS/REC	953.66	5,000.00	2,282.38	1,102.50	0.00	1,102.50
2-72-221	ADVERTISING-PARKS/REC	400.00	700.00	800.00	330.75	0.00	330.75
2-72-250	PARKS/REC-REPAIR & MAINT.	5,497.29	6,000.00	6,586.45	1,653.75	0.00	1,653.75
2-72-275	INSURANCE	910.09	1,129.26	1,160.77	352.80	0.00	352.80
2-72-510	PARKS/REC - SUPPLIES	3,451.99	3,500.00	3,155.11	1,653.75	0.00	1,653.75
2-72-511	PARKS-FLOWERS/MATERIALS	1,012.00	1,500.00	1,537.99	1,653.75	0.00	1,653.75
2-72-540	EPCOR - CAMPGROUND	457.25	500.00	108.31	606.38	0.00	606.38
2-72-750	PLAYGROUND- OLD SCHOOL-GRANT	0.00	5,000.00	0.00	0.00	0.00	0.00
2-72-763	AMORTIZATION	520.00	0.00	0.00	149,302.76	0.00	149,302.76
2-72-842	WALKING TRAIL - IMPROVEMENTS - GRANTS	0.00	0.00	3,333.33	0.00	0.00	0.00
	* TOTAL RECREATION EXPENSE	30,468.02	39,283.86	42,331.53	168,232.68	0.00	168,232.68
LIBRARY & CULTURE EXPENSE							
2-74-270	INSURANCE	1,918.99	1,339.19	1,339.19	1,411.20	0.00	1,411.20
2-74-540	EPCOR - POWER	2,370.48	2,500.00	3,464.82	2,039.63	0.00	2,039.63
2-74-550	DIRECT ENERGY - NATURAL GAS	977.02	1,200.00	768.56	882.00	0.00	882.00
	* TOTAL LIBRARY & CULTURE EXPENS	5,266.49	5,039.19	5,572.57	4,332.83	0.00	4,332.83
	** TOTAL EXPENSE	844,311.62	890,000.00	928,237.92	993,119.95	346.60	992,773.35
	*** PROJECTED SURPLUS	136,767.79	(10,170.10)	(270,792.05)	993,119.95	(3,970.60)	997,090.55

*** End of Report ***

VILLAGE OF LOUGHEED



REQUEST FOR DECISION 24-01-002.

SUBJECT: Accounts Payables & Bank Reconciliation for December 2023.

RECOMMENDATION: *THAT Council accepts the accounts payable & the Bank Reconciliation report for December 1, 2023, to December 31, 2023, as information.*

CAO COMMENTS: *Attached to this RFD is the December 1 - December 31, 2023 Cheque Listing for Council 2023-0494 - 2023-0543 report of \$54,360.80. Attached is the bank reconciliation with outstanding cheques.*

RECOMMENDATION REPORT/DOCUMENT: Attached

KEY ISSUE(S)/CONCEPTS DEFINED: *This report provides information regarding cheques issued by the administration up to December 31, 2023.*

RELEVANT POLICY/PRACTICES/LEGISLATION: *None*

STRATEGIC RELEVANCE: *None*

RESPONSE OPTIONS and DESIRED OUTCOME(S): *The Council will review and approve the accounts payables and verify the bank reconciliation.*

IMPLICATIONS OF REGOMMENDATION: *Review on the Smart Board.*

GENERAL: *This information is provided monthly for the Council's review.*

FOLLOW-UP ACTION/COMMUNICATIONS: *None*

Prepared & submitted by: C.A.O. Richard Lavoie

VILLAGE OF LOUGHEED

Cheque Listing For Council

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20230494	2023-12-04	A M S C INSURANCE SERVICES	20230019	PAYMENT AMSC BENEFITS PAYABLE NOV1	946.23	946.23
20230495	2023-12-04	ATB FINANCIAL RICHARD LAVOIE	20230037	PAYMENT RRSP PAYROLL DEDECTIONS N	1,020.00	1,020.00
20230496	2023-12-04	REVENUE CANADA	2023-0035	PAYMENT REVENUE CANADA PAYROLL DE	5,047.36	5,047.36
20230497	2023-12-04	UFA CO-OPERATIVE LIMITED	20230038	PAYMENT UFA ACCT 10063857 NOV1-NOV3	589.91	589.91
20230501	2023-12-04	DIRECT ENERGY	OCT2023NORT OCT2023PWSH	PAYMENT OCT 6 - NOV 5 - /NORTH LIFT OCT 6 - NOV 5/PW SHOP	191.20 258.00	449.20
20230502	2023-12-05	DIRECT ENERGY	OCT2023FH OCT2023OFF/L OCT2023WEST OCT2023WTP	PAYMENT OCT 6 - NOV 5/FH OCT 6 - NOV 5/OFF/LIB OCT 6 - NOV 5/WEST LIFT OCT 6 - NOV 5/WTP	181.60 133.67 86.00 2,522.00	2,923.27
20230503	2023-12-05	EPCOR	OCT20234NOR OCT2023FH OCT2023LIB/OF OCT2023OFH OCT2023OWT OCT2023PWSH OCT2023WEST OCT2023WTP	PAYMENT OCT 4 - NOV 2/NORTHLIFT OCT 4 - NOV 2/FH OCT 4 - NOV 2/OFF-LIB OCT 4 - NOV 2/OFH OCT 4 - NOV 2 OWT OCT 4 - NOV 2/PW SHOP OCT 4 - NOV 2/WESTLIFT OCT 4 - NOV 2/WTP	311.43 174.89 592.63 74.48 82.20 242.25 116.25 1,697.19	3,291.32
20230504	2023-12-12	A M S C INSURANCE SERVICES	JUNE BENEFIT	PAYMENT JUNE BENEFITS	798.23	798.23
20230505	2023-12-15	PORTER, BRYAN L				
20230506	2023-12-15	LAVOIE, RICHARD A				
20230507	2023-12-21	W C B	26826799	PAYMENT DECEMBER PREMIUMS	345.60	345.60
20230508	2023-12-20	ACCU-FLO METER SERVICE LTD	111537	PAYMENT COUPLINGS	380.10	380.10
20230509	2023-12-20	AGRITERRA EQUIPMENT	2697L 27003L	PAYMENT ELEC TAPE OIL GRADER	4.54 705.65	710.19
20230510	2023-12-20	ALBERTA MUNICIPALITIES, STRENGTH IN MEME	LGHEE1900111	PAYMENT LIABILITY - TWEDY	2,500.00	2,500.00
20230511	2023-12-20	CANOE PROCUREMENT GROUP OF CANADA	AB194407	PAYMENT SUPPLIES	231.05	231.05
20230512	2023-12-20	CLEAR TECH INDUSTRIES	INV1094639 INV1094914 INV1096599	PAYMENT CHEMICAL- DECEMBER CHEMICAL BARRELS CHEMICAL BARRELS	150.44 1,768.03 1,263.40	3,181.87
20230513	2023-12-20	CONTACT SAFETY SERVICE LTD	14393 14394 14395 14396 14397 14398 14400	PAYMENT LIFT STNS FR EXT LIBRARY FR EXT OFFICE FR EXT WTP FR EXT FIRE DEP FR EXT 2 NEW PWS FR EXT PW VEHICLES FR EXT	82.69 82.69 82.69 82.69 576.19 87.94 191.89	1,186.78
20230514	2023-12-20	KAIZEN LAB		PAYMENT		2,045.82

VILLAGE OF LOUGHEED

Cheque Listing For Council

2024-Jan-2
12:41:58PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20230514	2023-12-20	KAIZEN LAB	INV0092362	WTP TESTING	2,045.82	2,045.82
20230515	2023-12-20	KILLAM HOME HARDWARE BUILDING CENTRE	78222	PAYMENT SUPPLIES	104.69	104.69
20230516	2023-12-20	KILLAM PLUMBING & HEATING	18157	PAYMENT WEST LIFT REPAIRS	141.75	141.75
20230517	2023-12-20	LAVOIE, RICHARD	2023DECEXP	PAYMENT MEETINGS MILEAGE	37.44	37.44
20230518	2023-12-20	LOUGHEED FOOD STORE	2023DEC EXP	PAYMENT SUPPLIES	623.22	623.22
20230519	2023-12-20	MANITOULIN TRANSPORT	35900052	PAYMENT DEC CHEMICLA FREIGHT	554.78	554.78
20230520	2023-12-20	MCSNet	M4628846	PAYMENT WTP/FH INTERNET - JAN/2024	104.74	104.74
20230521	2023-12-20	PUROLATOR COURIER	454992561	PAYMENT WATER - KAIZEN	39.68	39.68
20230522	2023-12-20	RURAL BYLAW	231201	PAYMENT NOVEMBER PATROL	145.00	145.00
20230523	2023-12-20	RUUD, JEANETTE	2023DECEXP	PAYMENT 2023DECEXP	694.50	694.50
20230524	2023-12-20	SOAP STOP, Dale	493262	PAYMENT SUPPLIES	60.59	60.59
20230525	2023-12-20	TOWN OF KILLAM	NOV CONTRAC	PAYMENT NOV CONTRACT	3,579.87	3,579.87
20230526	2023-12-20	TOWN OF SEDGEWICK	23-120	PAYMENT PICKER TRUCK/LIGHTS	282.66	282.66
20230527	2023-12-20	WAINWRIGHT ASSESSMENT GROUP	16983	PAYMENT DECEMBER 2023	687.75	687.75
20230528	2023-12-20	WILDROSE CO-OP, SEDGEWICK	02345442A 02346406A	PAYMENT SUPPLIES - LIGHES ICE MELT	77.62 157.19	234.81
20230529	2023-12-20	XEROX	F61394290	PAYMENT JULY/AUG/SEPT/PCT COPIES	428.34	428.34
20230530	2023-12-27	TELUS COMMUNICATIONS	DEC2023FH DEC2023OFF DEC2023WEST	PAYMENT DEC 7 - JAN 6/FIREHALL DEC 7 - JAN 6/OFFICE DEC 7 - JAN 6/WEST LIFT	55.82 269.80 69.98	395.60
20230531	2023-12-27	EPCOR	NOV2023HIWAY NOV2023STREI	PAYMENT NOV 1 - NOV 30/HIWAY LIGHTS NOV 1 - NOV 30 /STREET LIGHTS	218.80 2,717.46	2,936.26
20230532	2023-12-29	JOHNSEN, JOHN B				
20230533	2023-12-29	SIEBEN, SHAWN R				
20230534	2023-12-29	COLE, JOHN				
20230535	2023-12-29	RUUD, JEANETTE F				
20230536	2023-12-29	PORTER, BRYAN L				
20230537	2023-12-29	LAVOIE, RICHARD A				
20230538	2023-12-29	ALLIANCE BATTLE RIVER STEAM	421	PAYMENT ASBESTOS TESTING	658.35	658.35
20230539	2023-12-29	JOHNSEN, JOHN	DECMILEAGE	PAYMENT DECEMBER MILEAGE	62.40	62.40

VILLAGE OF LOUGHEED

Cheque Listing For Council

2024-Jan-2
12:41:58PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20230540	2023-12-29	SIEBEN, SHAWN		PAYMENT DECMILEAGE		35.36
			DECMILEAGE	DECEMBER MILEAGE	35.36	
20230541	2023-12-29	A M S C INSURANCE SERVICES		PAYMENT AUMA BENEFITS PAYABLE DECE		639.99
			20230020	AUMA BENEFITS PAYABLE DECE	639.99	
20230542	2023-12-29	ATB FINANCIAL RICHARD LAVOIE		PAYMENT ATB RICHARD LAVOIE RRSP COI		1,020.00
			20230042	ATB RICHARD LAVOIE RRSP COI	1,020.00	
20230543	2023-12-29	REVENUE CANADA		PAYMENT CRA REMIITNACE DECEMBER 20		4,467.91
			20200574	CRA REMIITNACE DECEMBER 20	4,467.91	

Total 54,360.80

*** End of Report ***

VILLAGE OF LOUGHEED

Accounts Payable Bank Reconciliation

December Balance Shown on Bank Statement

673,055.18

Add Outstanding Deposits

Less Outstanding Cheques

Payee	Cheque #	Cheque Date	Amount
JOHNSEN, JOHN B	20230441	2023-10-31	465.09
JOHNSEN, JOHN	20230450	2023-10-31	62.40
MANITOULIN TRANSPORT	20230467	2023-11-13	412.28
LAVOIE, RICHARD A	20230475	2023-11-15	2,000.00
JOHNSEN, JOHN B	20230478	2023-11-28	441.58
ACCU-FLO METER SERVICE LT	20230508	2023-12-20	380.10
AGRITERRA EQUIPMENT	20230509	2023-12-20	710.19
ALBERTA MUNICIPALITIES, STR	20230510	2023-12-20	2,500.00
CANOE PROCUREMENT GROU	20230511	2023-12-20	231.05
CLEAR TECH INDUSTRIES	20230512	2023-12-20	3,181.87
CONTACT SAFETY SERVICE LT	20230513	2023-12-20	1,186.78
KAIZEN LAB	20230514	2023-12-20	2,045.82
KILLAM HOME HARDWARE BUI	20230515	2023-12-20	104.69
KILLAM PLUMBING & HEATING	20230516	2023-12-20	141.75
LAVOIE, RICHARD	20230517	2023-12-20	37.44
MANITOULIN TRANSPORT	20230519	2023-12-20	554.78
MCSNet	20230520	2023-12-20	104.74
PURULATOR COURIER	20230521	2023-12-20	39.68
RURAL BYLAW	20230522	2023-12-20	145.00
SOAP STOP, Dale	20230524	2023-12-20	60.59
TOWN OF KILLAM	20230525	2023-12-20	3,579.87
TOWN OF SEDGEWICK	20230526	2023-12-20	282.66
WAINWRIGHT ASSESSMENT GF	20230527	2023-12-20	687.75
WILDROSE CO-OP , SEDGEWIC	20230528	2023-12-20	234.81
XEROX	20230529	2023-12-20	428.34
JOHNSEN, JOHN B	20230532	2023-12-29	465.09
SIEBEN, SHAWN R	20230533	2023-12-29	506.16
COLE, JOHN	20230534	2023-12-29	350.00
LAVOIE, RICHARD A	20230537	2023-12-29	1,856.79
ALLIANCE BATTLE RIVER STEA	20230538	2023-12-29	658.35
JOHNSEN, JOHN	20230539	2023-12-29	62.40
SIEBEN, SHAWN	20230540	2023-12-29	35.36
A M S C INSURANCE SERVICE:	20230541	2023-12-29	639.99
ATB FINANCIAL RICHARD LAVO	20230542	2023-12-29	1,020.00
REVENUE CANADA	20230543	2023-12-29	4,467.91
Total Outstanding Cheques			30,081.31
			(30,081.31)

And Adjustments

VILLAGE OF LOUGHEED

Accounts Payable Bank Reconciliation

2024-Jan-2
12:27:48PM

Your Bank Balance Should Be	642,973.87
Your Reconciled Bank Balance Is	642,973.87
Difference	0.00

*** End of Report ***

Flagstaff Regional Emergency Services Society Meeting

Minutes

Wednesday, December 20, 2023
Held at the Sedgewick Fire Station

Members Present:

Howard Shield, Councilor -Chair	Flagstaff County
Rick Kryz, Councilor - Vice Chair	Town of Killam
Leslie Ganshirt, Mayor – Secretary	Village of Alliance
Diane Roth, Councilor - Board Member	Town of Daysland
Tom Bahm, Councilor – Board Member	Town of Sedgewick
Brett Baumgartner, Deputy Mayor – Board Member	Town of Hardisty
Dwayne Giroux, Deputy Mayor – Board Member	Village of Forestburg
Brandon Martz, Mayor – Board Member	Village of Heisler
Shawn Sieben, Mayor – Board Member	Village of Lougheed

Online

Melvin Thompson, Councilor – Board Member	Flagstaff County
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Others Present

Derek Homme, Regional Manager/Fire Chief	<i>FRESS</i>
Aleisha Brodie, Recording Secretary	<i>Town of Killam</i>

1. CALL TO ORDER

Chair Shield called the meeting to order at 7:00 p.m.

2. ADOPTION OF AGENDA

Resolution # 20231220.1103
Moved By: Deputy Mayor Giroux

THAT we accept the agenda as presented for December 20, 2023, with the addition of Correspondence L) Town of Hardisty – Budget and Board Representative Response. **Carried**

3. ADOPTION OF MINUTES

Resolution # 20231220.1104
Moved By: Councilor Thompson

THAT the minutes from the Flagstaff Regional Emergency Services Society Meeting October 25, 2023, be approved as presented. **Carried**

4. NEW BUSINESS

4.1 FINANCIAL REPORT – November 30, 2023

A copy of the Financial Report – November 30, 2023, is hereto attached and form a part of these minutes.

Waiting on one payment of requisitions, waiting for a bill on the Hardisty Truck.

Resolution # 20231220.1105

Moved By: Councilor Thompson

THAT FRESS continues with the \$300,000 into the Capital Budget and another \$300,000 from the proceeds from Wildland Urban Interface Deployment moved into Capital for the 2023 year. **Carried**

4.2 2024 Requisition Documents - Revised

A copy of the Requisition Document is hereto attached and form a part of these minutes.

Resolution #20231220.1106

Moved By: Councilor Kryz

THAT our total requisition for 2024 is \$1,040,000.00, new requisition amounts will be sent out to the municipalities. **Carried**

4.3 3 Year Operating Budget Revised

A copy of the revised 2024-2026 Operating Budget is hereto attached and form a part of these minutes.

Resolution #20231220.1107

Moved By: Councilor Kryz

THAT FRESS recommends to councils to approve the revised 2024 -2026 Operating budget as presented. **Carried**

4.4 Bid on 2013 Pumper – Sealed Bid Process

A copy of the Request for Decision for the 2023 – Sutphen Pumper Unit is hereto attached and form a part of these minutes.

Resolution #20231220.1108

Moved By: Mayor Martz

TO have FRESS enter a sealed bid towards the purchase the Sutphen Pumper Unit for \$231,000 US Dollars. **Carried**

4.5 Operations Update

Payroll for 2023, 174 calls from December to November 2023 compared to 184 from the year prior. Call hours down from 2922 to 2028.

122 firefighters respond to calls last year, Meeting hours 3233.5
Will be paying \$17 hours for meetings and \$22/hour for calls.

S500 (Ventilation and fire scene) Course held in November, 10 participants went through training with a few just having to re-do the test.

Fire calls 16 calls for December compared to 9 last year, including Wavy Lake Bee Barn

Have had 3 cardiac arrest calls in December

The Dodge that we ordered has been picked to be built

Regional Award Ceremony April 20, 2024 (FRESS Firefighters receive 1 ticket to the event)

Resolution #202231220.1109
Moved By: Deputy Mayor Giroux

TO have FRESS pay for tickets for board members to attend the Awards Ceremony in Forestburg on April 20, 2024, if spouses would like to attend a ticket must be purchased for them for \$75. **Carried**

4.6 Meeting Schedule 2024

January 24, 2024 – Village of Forestburg
February 28, 2024
March 27, 2024
May 22, 2024
June 26, 2024
September 25, 2024
October 23, 2024
November – TBA
December TBA

5.0 Correspondence

A copy of all the letters for correspondence is hereto attached and form a part of these minutes.

- a) Village of Heisler – Board of Representatives
- b) Town of Killam – Board of Representatives
- c) Village of Lougheed – Board of Representatives
- d) Town of Daysland - Board of Representatives
- e) Flagstaff County – Board of Representatives
- f) Town of Sedgewick – Budget Response
- g) Town of Killam - Budget Response
- h) Village of Alliance – Budget Response
- i) Town of Daysland - Budget Response
- j) Village of Heisler – Budget Response
- k) Flagstaff County - Budget Response
- l) Town of Hardisty – Budget Response

Resolution #20231220.1010
Moved By: Councilor Bahm

TO accept correspondence as presented.

CARRIED

7.0 NEXT MEETING January 24, 2024 at the Forestburg Fire Hall

8.0 ADJOURNMENT:

Chair Shield adjourned the meeting at 8:30 p.m.

President (Chair)

Recording Secretary

Lougheed and District Public Library

December 4, 2023 Meeting

Jean brought the meeting to order @ 2:00 p.m. Present were Lana, Jean, Sylvia, Tyrion, Carol, Joanne (via Facetime), John, Maggie, and library manager Barb.

Lana read the minutes of the last meeting. Jean made a motion to adopt the minutes as read, carried.

Treasurer's report: Lana obtained the bank balance from ATB and as of Dec 4th, 2023 and it was \$ 15775.32- for information purposes.

Librarian's report:

Barb wanted to know if she should run a colouring contest and a come and go craft. It was decided we would run a colouring contest with age categories of 5 and under and 6 and up. Lana made a motion to purchase 2 prize baskets @ \$20.00 each, seconded by Jean, carried. We left it up to Barb if she wanted to do the come & go craft with the kids. Lana will purchase prizes for the baskets.

Barb also said we need to purchase a new Daisy Reader for the visually impaired, CNIB no longer pays for them.

Barb said the storage room needs a cleanout.

We will table the discussion of manager and treasurer contracts until a later date.

For information purposes -Lana, Joanne, Jean decided to do a last-minute fundraiser at the Christmas Craft Fair held at the community hall at the end of November. They sold turkey draw squares and will continue to sell at the library, we will make the draws on December 12th. The tickets were 1 for \$3.00 or 2 for \$5.00. We were also gifted the former Lions Club's Christmas Greeting Card Board so we sold Christmas Greeting cards for \$2.00 each, these will also be available to purchase at the library until Christmas.

Jean made a motion to do a soup fundraiser featuring products from Sherwood Park Soups which we will sell for \$12.00 each with a profit of \$4.00 each, seconded by Sylvia, carried. We will aim for an end of January delivery.

Lana made a motion to pass the 2024 budget as proposed, seconded by Maggie, carried.

Lana made a motion that we hire Carol Arntzen to audit the 2023 financial books, seconded by Joanne, carried. Carol has already agreed to do the audit.

If we want to have a signer or two to have online banking access, we will need to pass it in our minutes and then have all 3 signers sign the approved minutes. This maybe helpful as the treasurer isn't always readily available.

Jean adjourned the meeting @ 2:55 p.m. with the next meeting to be held approximately mid-January.

Chair	<u>Patrick</u>	Date	<u>Jan 8th / 24</u>
Secretary	<u>Lana Jean</u>	Date	<u>Jan 8 / 24</u>

5.2

From: Rhonda Barron <rhonda.barron@pathfinderce.com>
Sent: January 15, 2024 10:19 AM
To: cao@lougheed.ca
Cc: municipalclerk@lougheed.ca; Claude Mindorff
Subject: Re: First Nations Reservation land identified in Lougheed

Thanks again, Richard. Doing my due diligence.

Kind regards,

Rhonda

On Mon, Jan 15, 2024 at 10:17 AM <cao@lougheed.ca> wrote:

Hi Rhonda.

Further to our conversation today, January 15, 2024, as the municipal leader for the Village of Lougheed, I can confirm there is no First Nation or Metis settlement land in the proposed area despite what the LAIRT tool is showing. History shows the Village of Lougheed purchased this small parcel, and today, it is a small waste management transfer site used primarily as a reserve and one large burning pit.

Nope, this clarifies your findings.

Richard A Lavoie

C.A.O. Village of Lougheed

780-386-3970

cao@lougheed.ca

From: Rhonda Barron <rhonda.barron@pathfinderce.com>
Sent: January 8, 2024 7:36 PM
To: cao@lougheed.ca; municipalclerk@lougheed.ca
Cc: Claude Mindorff <claude.mindorff@pathfinderce.com>
Subject: First Nations Reservation land identified in Lougheed

Hi Richard & Jett,

I was using the LAIRT tool to create a map showing the closest First Nations or Metis settlement to the proposed solar farm as per AUC requirements. I came across Crown land identified and marked as active First Nations much to my surprise. However, there are also comments that say "PURCHASED FOR USE BY THE COUNTY OF FLAGSTAFF FOR THE VILLAGE OF LOUGHEED WASTE TRANSFER SITE."

I've attached an image showing the location. I thought it prudent to follow-up since it is still marked as an active on the map even though notes say otherwise.

Please advise.

--
Kind regards,

Rhonda Barron BA, MSc | she/her | Project & Communications Coordinator

PACE Canada LP

pacecanadalp.com

Mobile: +1 780 860 4714

Office: +1 587 869 0772

rhonda.barron@pathfinderce.com



Village of Lougheed

P.O. Box 5, Lougheed, AB T0B 2V0
Ph: 780-386-3970 - Fax: 780-386-2136
Email: info@lougheed.ca

January 9, 2024,

Flagstaff Regional Emergency Services Society
Box 92
Sedgwick, AB
T0B 4C0

RE: Flagstaff Regional Emergency Services Society – 2024 Budget and Operating Requisition Report

Dear Derek:

At the Village of Lougheed Regular Council meeting held December 21, 2023 Council reviewed and discussed the 2024 proposed budget.

Please be advised that the Council approved the Flagstaff Regional Emergency Services Society (FRESS) 2024 – 2026 Operating Budget and the 2024 – 2028 Capital Budget, with the Village of Lougheed requisition being \$17,684.45.

If you have any further concerns, please do not hesitate to call.

Sincerely,



Richard Lavoie

Chief Administrative Officer
Village of Lougheed
cao@lougheed.ca

S. 4

Interagency Minutes January 2, 2024

<i>Name</i>	<i>Organization</i>
Sue Freadrich	FFCS
Lynne Jenkinson	Flagstaff Family & Community Services
Inderjeet Bharma	Service Canada
Susan MacKinnon	Health Education AHS
Dennis/John	AHS

Lynne:

- Food Bank served record numbers. Starting Jan 2024 FFCS will be interviewing every user that uses the Food Bank consecutively every month. This is to assist client with referrals, budgeting and life skills. Food Banks were not designed for monthly grocery shopping. We can then take the info forward to advocate for more help for the clients. We have 70 regular users. Our next fundraiser is the toilet paper challenge
- Kim Ainsley from AHS is still coming to FFCS on Wednesdays for walk in mental health sessions 10 am-2 pm. One session only per person
- Christmas Sharing saw the biggest year with over \$50,000 going to clients, the largest total in the past was \$34,000. Every person in the household did receive \$100. This was a record setting year, and Lynne will contact the Community Press to do a story. The FIRST Auction on February 3 will be held in the Heisler hall, contact Lynne if you want to donate. The Flagstaff Rural Crime Watch is hosting a gun course January 13 with 24 signed up. There has been about 167 whom have taken the gun safety course so far.

Susan MacKinnon

- Is a Health Educator with AHS. She does Pre-Natal, and Baby clinics and alternates courses between Viking and Killam. To sign up for classes call the Sedgewick Health Clinic.

Inderjeet Bhamra:

- Will come out and do virtual or in person workshops. Service Canada is rolling out the Canadian Dental Care Plan. Seniors aged over 87 can sign up and then will receive a welcome package in the mail from Sunlife. Once signed up the earliest is May 2024. They must earn less than 90,000 and not be insured through a private insurer.

Next meeting is Tuesday February 6 @ noon



January – March 2024 Zoom Workshops

To register:

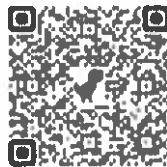
Call 1.877.314.6997

or

Click the “Register Here” Link

or

Scan the QR code to take you to the calendar and register online!



Adult Weight Management:

Learn effective weight management; how to build healthier habits, the ways that thinking patterns, sleep, physical activity and nutrition impact your goals.

Level 1: Register Here

January 3, 10, 17	Wednesdays 5:30 – 8:00 pm
January 15, 22, 29	Mondays 1:00 – 3:30 pm
January 30, February 6, 13	Tuesdays 9:00 – 11:30 am
February 15, 22, 29	Thursdays 5:30 – 8:00 pm
February 27, March 5, 12	Tuesdays 1:00 – 3:30 pm
March 13, 20, 27	Wednesdays 9:00 – 11:30 am
March 26, April 2, 9	Tuesdays 5:30 – 8:00 pm

Level 2: Register Here

January 31, February 7, 14	Wednesdays 5:30 – 8:00 pm
February 27, March 5, 12	Tuesdays 9:00 – 11:30 am

Level 3: Register Here

February 28, March 6	Wednesdays 5:30 – 8:00 pm
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Bariatric Surgery – Is it right for me? [Register Here](#)

For those who are interested in learning about surgical options for weight management.

March 13 Wednesday 5:30 – 6:30 pm

Better Choices Better Health® [Register Here](#)

Take control of your health, feel better, take small steps, plan for the future. 6 Class Workshop.

January 11, 18, 25, February 1, 8, 15 Thursdays 9:00 – 11:30 am
February 28, March 6, 13, 20, 27, April 3 Wednesdays 1:00 – 3:30 pm

Chronic Pain – Better Choices Better Health® [Register Here](#)

Learn about pain and how to effectively self-manage to live a better life.

January 25, February 1, 8, 15, 22, 29 Thursdays 9:00 – 11:30 am
March 19, 26, April 2, 9, 16, 23 Tuesdays 1:00 – 3:30 pm

Diabetes The Basics [Register Here](#)

A 4-part workshop that provides information about Type 2 and pre-diabetes for those newly diagnosed or wanting an update.

January 8, 15, 22, 29 Mondays 9:00 – 11:00 am
January 16, 23, 30, February 6 Tuesdays 5:30 – 7:30 pm
January 24, 31, February 7, 14 Wednesdays 1:00 – 3:00 pm
February 1, 8, 15, 22 Thursdays 9:00 – 11:00 am
February 14, 21, 28, March 6 Wednesdays 5:30 – 7:30 pm
February 20, 27, March 5, 12 Tuesdays 1:00 – 3:00 pm
March 4, 11, 18, 25 Mondays 9:00 – 11:00 pm
March 14, 21, 28, April 4 Thursdays 5:30 – 7:30 pm
March 27, April 3, 10, 17 Wednesdays 1:00 – 3:00 pm



[Heart Wise](#)

[Register Here](#)

A four-part series workshop that provides information about nutrition, exercise and other lifestyle choices to help you maintain or improve your heart health.

January 8, 15, 22, 29	Mondays	5:30 – 8:00 pm
January 16, 23, 30 Feb 6	Tuesdays	1:00 – 3:30 pm
January 31, Feb 7, 14, 21	Wednesdays	9:00 – 11:30 am
February 13, 20, 27 Mar 5	Tuesdays	5:30 – 8:00 pm
February 29, Mar 7, 14, 21	Thursdays	1:00 – 3:30 pm
March 4, 11, 18, 25	Mondays	1:00 – 3:30 pm
March 18, 25, Apr 1, 8	Mondays	5:30 – 8:00 pm
March 26, Apr 2, 9, 16	Tuesdays	1:00 – 3:30 pm



[Managing Emotional Eating](#)

[Register Here](#)

A series of workshops exploring why we eat the way we do and the factors that could be triggering food cravings.

January 11, 18, 25	Thursdays	5:30 – 8:00 pm
February 21, 28, March 6	Wednesdays	1:00 – 3:30 pm

[Minding Stress](#)

[Register Here](#)

In this 2-part series learn techniques to prevent, reduce and cope with stress.

January 10, 17	Wednesdays	9:00 – 11:30 am
February 26, Mar 4	Mondays	5:30 – 8:00 pm



[Moving Matters](#)

[Register Here](#)

Learn more about the benefits of physical activity and tips on how to incorporate it into your day.

January 9	Tuesday	1:00 – 3:30 pm
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[Sleep Well](#)

[Register Here](#)

Learn about good sleep, sleep disorders and techniques to help get a better sleep.

January 19	Friday	9:00 – 11:30 am
March 11	Monday	5:30 – 8:00 pm

[Supervised Exercise](#)

Please contact AHLP for dates and times for this class.

[Support Weekly Action Team](#)

[Register Here](#)

For anyone who has previously attended an AHLP class, this weekly support group provides participants an opportunity to work on weekly goals.

Every Friday	Fridays	12:00 – 1:00 pm
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[Nutrition: 4 P's for Meal Planning](#)

[Register Here](#)

Learn tips and strategies for planning and preparing food that will help you eat healthier.

January 9	Tuesday	12:00 – 1:00 pm
February 8	Thursday	6:00 – 7:00 pm
March 20	Wednesday	12:00 – 1:00 pm

[Nutrition: Eating Away from Home](#)

[Register Here](#)

Tips and strategies to prevent overeating while away from home or during special occasions.

March 13	Wednesday	12:00 – 1:00 pm
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[Nutrition: Nutrition Labels – Reading Between the Lines](#)

[Register Here](#)

This workshop is for anyone interested in learning more about label reading and how to make the best choice at the grocery store.

January 23	Tuesday	12:00 – 1:00 pm
February 15	Thursday	12:00 – 1:00 pm



March 19 Tuesday 6:00 – 7:00 pm
[Nutrition: Celiac Disease – Going Gluten Free](#) [Register Here](#)

Join a dietitian who will review what is celiac disease, how to eat nutritiously while following a gluten free diet and ways to avoid and limit cross-contamination at home and when eating out.

January 10 Wednesday 9:00 – 10:00 am
 February 5 Monday 1:00 – 2:00 pm
 March 7 Thursday 1:00 – 2:00 pm

[Nutrition: Eating Well and Managing Irritable Bowel Syndrome](#) [Register Here](#)

A dietitian will help you learn about the symptoms of IBS and how food and lifestyle choices can help manage symptoms.

January 9 Tuesday 9:00 – 10:00 am
 February 8 Thursday 1:00 – 2:00 pm
 March 6 Wednesday 9:00 – 10:00 am



[Nutrition: Heart Health - Eating to Improve Cholesterol and Triglycerides](#)

[Register Here](#)

For any adult with or wanting to prevent elevated cholesterol and triglycerides.

January 11 Thursday 12:00 – 1:00 pm
 February 6 Tuesday 12:00 – 1:00 pm
 March 25 Monday 1:00 – 2:00 pm

[Nutrition: Tips for Eating – Prediabetes and Diabetes](#) [Register Here](#)

Any adult with or wanting to prevent high blood sugars.

January 17 Wednesday 12:00 – 1:00 pm
 February 14 Wednesday 12:00 – 1:00 pm
 March 21 Thursday 12:00 – 1:00 pm



Nutrition: Eating to Improve Blood Pressure

[Register Here](#)

January 16	Tuesday	12:00 - 1:00 pm
February 14	Wednesday	12:00 - 1:00 pm
March 13	Wednesday	1:00 - 2:00 pm

Nutrition: Eating Well for Weight and Health

[Register Here](#)

January 11	Thursday	12:00 - 1:00 pm
February 12	Monday	12:00 - 1:00 pm
March 19	Tuesday	12:00 - 1:00 pm

Alberta Healthy Living Program

Classes available for registration

- Adult Weight Management
- Better Choices, Better Health®
- Chronic Pain – Better Choices Better Health®
- Diabetes The Basics
- Heart Wise
- Managing Emotional Eating
- Sleep Well
- Moving Matters
- Minding Stress
- Support Weekly Action Team – SWAT

• Supervised Exercise

- Heart Health: Eating to Improve Blood Pressure
- Eating Well to Manage Irritable Bowel Syndrome
- Nutrition: Eating Away from Home
- Nutrition: 4P's for Meal Planning
- Nutrition Labels
- Heart Health: Eating To Improve Cholesterol and Triglycerides
- Celiac Disease – Going Gluten Free
- Tips for Eating: Prediabetes and Diabetes



Scan the QR code
for class calendar

To register call 1-877-314-6997

www.ahs.ca/ahlp

You are invited to attend the
12th Red Serge Ball

Saturday, March 16 at the
Killam Community Hall

Cocktails at 5:30 p.m.

Supper at 6:30 p.m.

Special performance by the
RCMP Regimental Band & Dancers

Live and Silent Auctions
followed by a dance featuring

The River Jacks

Tickets \$50

Table of 8 - \$400

Grab your tickets by
scanning this code



For more info,

email: flagstaffvsu@gmail.com

**Only 250 tickets available*

**Proceeds for Flagstaff Victim Services,
and Parents for Fun in Flagstaff Society**





12th Red Serge Ball

SPONSORSHIP OPPORTUNITIES



Sponsorship Deadline: February 15th, 2024



- table for 8 at event
- bottle of wine for your table
- advertisement in the program
- special mention on social media

\$1500



- 4 tickets at event
- advertisement in the program
- special mention on social media

\$1000



- advertisement in the program
- special mention on social media

\$500



- advertisement in the program
- special mention on social media

\$250



- advertisement in the program
- special mention on social media

\$100

We are also graciously accepting Silent Auction Items



Cheques can be made to Flagstaff Victim Services
Box 536, Killam, AB, T0B 2L0

Official Tax Receipts can be issued

For further details, please contact 780-385-3551 or e-mail flagstaffvsu@gmail.com



12th Red Serge Ball



We are excited to share that we are well underway in planning our 12th Regimental Red Serge Ball! This year we celebrated 150 years of having the RCMP protect us in Canada!

Saturday, March 16, 2024

Killam Community Hall

Cocktails at 5:30 pm, Supper at 6:30pm

Silent Auction and Live Auction to follow

The Fantastic River Jacks Band

Proceeds will be shared between Flagstaff Victim Services and Parents for Fun in Flagstaff Society.

Victim Services is a non profit organization that works to alleviate the impact of crime and /or tragedy on those we serve. Our main goal is to make sure everyone has someone in their corner in times of distress. We walk beside them through tragedy, through grief, and through court, if needed. We will always advocate for victims' rights and ensure victims are treated with dignity, respect and sensitivity through a trauma informed lens in all interactions within the legal system, support services and the RCMP.

This year's chosen event partner is Parents for Fun in Flagstaff Society. The Parents for Fun in Flagstaff Society is a non-profit organization which operates the Family Resource Centre located in the Killam Agriplex. The Centre has been open for 14 years now and is truly a gem in rural Alberta. We continue to service, support, offer programs and host events for the children and families of Flagstaff County and beyond. Each providing positive connection for our community, breaking down barriers and encouraging support systems during the families parenting journey.

We know that your company or organization has, at its core, a desire to give back to the local community, and we truly appreciate all that you have done, and continue to do.

We would appreciate your support by donating silent and or live auction items, being part of our sponsorship program, and of course, we would love to see you at the event:)

As these services benefit all individuals throughout Flagstaff and the village of Amisk, this is a great way to show your support for our local RCMP, Flagstaff Victim Services and Parents for Fun in Flagstaff.

Your anticipated generosity is greatly appreciated!

The 2024 Regimental Ball Committee 

Cheques can be made to Flagstaff Victim Services

Box 536, Killam, AB, T0B 2L0

Official Tax Receipts can be issued

For further details, please contact 780-385-3551 or e-mail flagstaffvsu@gmail.com

From: Victim Services Flagstaff <flagstaffvsu@gmail.com>
Sent: December 18, 2023 3:49 PM
To: Kim Borgel, CAO - Town of Killam; Town of Daysland Daysland of; Town of Hardisty Hardisty of; Town of Sedgewick Sedgewick of; Village of Alliance; Village Of Amisk; Village Of Amisk; Village of Heisler; Village of Lougheed
Subject: 2024 Regimental Ball
Attachments: 2023 Red Serge Poster.pdf; Sponsorship Letter.pdf; sponsorship levels.pdf

Hello to our fabulous Towns and Villages in Flagstaff County 

We are planning our 2024 Red Serge Ball, and we wanted to ensure each of our Communities and Councils received the information about this heartwarming event. We've included the letter of Sponsorship as well for your consideration. Can you please share the poster with your community? We've decided to get inline with the times haha, and we've included a QR code scan on the poster to directly purchase the tickets:) I'll include the link to our EventBrite page below as well.

We can't wait to see you there on March 16th, 2024!

<https://www.eventbrite.ca/e/12th-red-serge-ball-tickets-761314711797>

Yours in partnership,
Noreen Metz
Program Manager
Flagstaff Victim Services
Killam, Alberta
(780) 385 3551



"You can't be brave if you've only had wonderful things happen to you." –Mary Tyler Moore

5.7



Government
of Canada

Gouvernement
du Canada

[Canada.ca](#) > [CSJ](#) (Canada Summer Jobs) > [Apply online](#)

Canada Summer Jobs - Submit

Your online application was successfully submitted; your confirmation number is 0-23525824. Please print your confirmation number and keep it for future reference purposes with Service Canada.

All applications are subject to a review. Your Application for Funding will be assessed in accordance with the Terms and Conditions of the program. All applicants will be contacted once the review process is completed.

Date modified: 2023-11-21





Government
of Canada

Gouvernement
du Canada

Canada Summer Jobs - Application Summary

IMPORTANT: You have not successfully submitted your application if you do not receive a confirmation number. This is only a copy of your application form.

Confirmation of Receipt:

Once a fillable application has been successfully submitted, a confirmation number will be immediately generated by the system. This confirmation is considered the acknowledgement of receipt of your application. **You will also receive a confirmation of receipt sent by email to the Organization Email Address provided in the application.**

If you do not receive a confirmation number acknowledging the receipt of your application by Service Canada, you have not completed the submission properly and you must return to your application and click on the "**Submit to Service Canada**" button.

Summary of the application

Tracking Number: _____

This is a copy of the application form only. It is imperative that you click on the "Submit to Service Canada" button, located on the previous screen to have your application sent to Service Canada and receive a confirmation number by e-mail. Please ensure to keep it for future reference.

Before you complete your Canada Summer Jobs application, **you must read the [Applicant Guide](#) and the Articles of Agreement**. Only after reading the Articles of Agreement, you will be able to click "**Apply**" to continue with your application.

Privacy Notice Statement

The information you provide is collected under the authority of the [Department of Employment and Social Development Act](#) (DESDA). This information may be used to determine your eligibility for Canada Summer Jobs, its administration and for accountability purposes. Participation in the Canada Summer Jobs Program is voluntary, but refusal to provide information may result in your Canada Summer Jobs application not being considered for funding.

As well, this information may be used to support the administration or enforcement of other programs of Employment and Social Development Canada ("the Department" or ESDC), including Service Canada.

The information you provide may also be used for policy analysis, evaluation, and/or research purposes. In order to conduct these activities, various sources of information under the study and control of the Department may be linked. However, these additional uses and/or disclosures of your personal information will not result in an administrative decision being made about you.

The Department may review results from previous Canada Summer Jobs funding agreements when determining the eligibility of your application. The Department may also review information in the public domain, including but not limited to materials on your website and media articles, when determining the eligibility of your application.

Should your application be deemed eligible, the information you provide will be shared in accordance with the law with your respective Member of Parliament to ensure local priorities are considered. It may also be used by the Member of Parliament to notify employers whose Canada Summer Jobs funding applications have been approved. The Department and your Member of Parliament may also use the information to help promote the program.

Funded employers will be listed on the Canada Summer Jobs website and funded positions will be posted on Job Bank.

In the event of an Access to Information request regarding the approved funding application or any relevant information about the organization in the Department's possession, the information provided to the Department will be disclosed, subject to applicable exemptions under the [Access to Information Act](#), such as the exemption for personal information.

Your personal information is administered in accordance with DESDA and the Privacy Act and other applicable laws. You have the right to the protection of, and access to, and correction of your personal information, which is described in the [Personal Information Bank ESDC PPU 706](#) (Youth Employment and Skills Strategy). Instructions for obtaining this information is outlined in the government publication available online, entitled [Information about programs and information holdings](#). This information may also be accessed in person or online at any Service Canada Centre. You have the right to [file a complaint](#) with the [Privacy Commissioner of Canada](#) regarding ESDC's handling of your personal information.

Canada Revenue Agency Business Number

First Nine Digits:

108178393

Type of Account: **RP**

Specific Account:

0001

Legal Name of your Organization

Village of Lougheed

Is the Operating (Common) Name different from the legal name?

Yes

Operating (Common) Name, if different from legal name

5.8

Assessment Bulletin 23-01

2023 Assessment Year Updates

2023 Alberta Assessment Quality Minister's Guidelines and Recording and Reporting Information for Assessment Audit and Equalized Assessment Manual

The Minister of Municipal Affairs has approved Ministerial Order No. MAG:017/23 establishing the 2023 Alberta Assessment Quality Minister's Guidelines, and the 2023 Recording and Reporting Information for Assessment Audit and Equalized Assessment Manual. These documents are effective for the 2024 and subsequent tax years.

Changes to the guidelines and manual include:

- Removing references to the Lloydminster Charter as the charter has been updated to use Matters Relating to Assessment and Taxation, 2018; and
- Clarifying reporting requirements requiring the municipal assessor or the Minister to report changes to the assessment roll that are necessary to reflect tribunal decisions, and the circumstances under which liability code 'S' should be used.

The Ministerial Order, Guidelines, and Manual are available on [Municipal property assessment – Legislation and publications | Alberta.ca](#)

If you have any questions regarding the 2023 Alberta Assessment Quality Minister's Guidelines, or the 2023 Recording and Reporting Information for Assessment Audit and Equalized Assessment Manual, please contact the Tax Programs and Assessment Audit unit with Grants and Education Property Tax Branch at taxprogramdelivery@gov.ab.ca or toll-free at 310-0000, then 780-422-7125.

2023 Minister's Guidelines for Linear Property, Machinery and Equipment, Railway Property, and Farm Land

The Minister of Municipal Affairs has approved Ministerial Order No. MAG: 016/23 establishing the 2023 Minister's Guidelines for Linear Property, Machinery and Equipment, Railway Property, and Farm Land. Below are the 2023 assessment year modifiers (AYMs) and cost factors for regulated properties.

Property Type	Assessment Year Modifier	Cost Factor
Wells	1.576	
Pipelines	1.062	
Electric Power Systems	1.715	0.583
Telecommunication Carriers	1.341	0.745
Cable Distribution Undertakings	1.620	0.617
Machinery and Equipment	1.596	0.627
Railway	1.807	
Farm Land		
Dry Arable	1.000	
Dry Pasture	1.000	
Irrigated Arable	1.030	
Woodlots	1.000	

The 2023 Minister's Guidelines with the AYMs, cost factors, and Ministerial Order are on the Municipal Affairs website at [Municipal property assessment – Legislation and publications | Alberta.ca](#)

2023 Base Year Modifier for the 2001 Metal Building Cost Manual

Below is the 2023 base year modifier for the Alberta 2001 Metal Buildings Cost Manual.

BASE YEAR MODIFIER FOR THE 2001 METAL BUILDINGS COST MANUAL

2023	2.46
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Tax Incentives

In 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused. A three-year property tax holiday on new wells and pipelines was introduced to promote new investment and economic activity in the energy sector. This tax holiday will end, as planned, after the 2024 municipal tax year. The Well Drilling Equipment Tax was also eliminated in 2020 and there are no plans to reinstate it.

Two assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time: the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019), and additional depreciation adjustments for lower-producing wells. These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

Community Organization Property Tax Exemption Regulation

The Community Organization Property Tax Exemption Regulation (COPTER) authorizes municipalities to grant both education and municipal property tax exemptions to eligible properties. Properties must be held by non-profit organizations and be used for charitable or benevolent purposes that benefit the general public, such as sports and recreation, seniors' lodges, art galleries and museums, and childcare facilities.

The expiry date for COPTER has been extended for two years until December 31, 2025.

In fall 2022, Municipal Affairs undertook a targeted stakeholder engagement focused on administrative, non-policy improvements to explore potential enhancements to COPTER that do not affect eligibility for exemption.

Based on stakeholder feedback, COPTER has been amended to:

- enable flexibility in application process dates and requirements;
- modernize methods for linguistic and ethno-cultural associations to share times when the facility is accessible by allowing it to be posted online; and
- remove a reference to an obsolete subsidy model formerly used in seniors' lodge facilities.

These changes take effect on January 1, 2024, and the updated regulation will be available on the [Alberta King's Printer](#) website at that time.

The two-year extension will provide time for Municipal Affairs to engage stakeholders in a broad policy review. Details regarding this review will be shared in early 2024.

SuperNet Assessment Regulation

The SuperNet Assessment Regulation provides direction on how to assess the value of a portion of the SuperNet linear property that government formerly had a sole right to use. A change from an infrastructure-owned model to a new fee-for-service model has led to the regulation not being required beyond its expiry date. Therefore, Municipal Affairs intends to allow the SuperNet Assessment Regulation to expire on December 31, 2023.

For More Information

Please contact Assessment and Property Tax Policy at MA.APTP@gov.ab.ca, or toll-free at 310-0000, then 780-422-1377.

ISSN 2291-983X



59

ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at rivers.alberta.ca. To learn more about the impacts of drought on communities and the principles for sound water management, please visit alberta.ca/drought.

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email epa.drought@gov.ab.ca.

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz
Minister of Environment and Protected Areas

cc: Honourable Ric McIver
Minister of Municipal Affairs

Honourable RJ Sigurdson
Minister of Agriculture and Irrigation

Stacey Smythe
Assistant Deputy Minister, Regulatory Assurance
Environment and Protected Areas

S.10

From: Exec. Assistant on behalf of Dan Rude <EA_DRude@abmunis.ca>
Sent: January 11, 2024 2:30 PM
To: John Cole
Subject: Registration closes soon for online Munis 101 EOEP course

Dear Mayors, Councillors, and CAOs:

Alberta's [Elected Officials Education Program](#) (EOEP) is hosting an online offering of the popular Munis 101 course for the last time this council term. This course has received rave reviews since it was launched in 2017.

Munis 101 provides municipal elected officials the key information and strategies that you need to excel in your role including:

- The basics of municipal governance and legislation in Alberta.
- Your responsibilities as an elected official, codes of conduct, and decision-making processes.
- Understanding planning and development and effective collaboration.
- The elected official role in overseeing your municipality's finances.

The Munis 101 course will be held over four online Zoom sessions from 2:00pm to 4:00pm and you must be able to attend all four sessions to be credited with completion of the course. The dates of the four sessions are:

- Thursday, January 25, 2024
- Thursday, February 1, 2024
- Thursday, February 8, 2024
- Thursday, February 15, 2024

[Register for Munis 101 now!](#)

Registration is also open for three other EOEP courses:

- Council's Role in Service Delivery - Online - February 7, 14, 21, and 28 at 6:00 - 8:00pm
- Land Use and Development Approvals - In-person, Edmonton (RMA's Convention) - March 18 at 8:30am - 4:00pm
- Council's Role in Strategic Planning - In-person, Edmonton (RMA's Convention) - March 18 at 8:30am - 4:00pm

All registration details can be found at eoep.ca.

While EOEP courses are designed for elected officials, CAOs are also encouraged to take the courses so they are aware of what is being covered and are "on the same page" with their elected officials. Note that only elected officials are eligible to receive the Municipal Elected Leaders Certificate (MELC) through the University of Alberta's Augustana Extended Education program.

Questions may be sent to leanne@eoep.ca.

 Thank you,

Dan Rude | Chief Executive Officer

S. 11
J

November 28, 2022

Lougheed Agricultural Society Annual Meeting

Attendance:

John Routledge, John Snethun, Iris Williams, Kim Martin, Janet Niehaus, Stacey Jenkins, Sandra Rosiechuk, Gordie Jenkins, Lorna Bovencamp, Marion MacDonald, Shelly Skoberg, Dan Skoberg, Andrew Williams, Kelsey Ness, Justin Randall, Karla Randall, Terri Rombough, Rose Adam

John R will chair the meeting

John R called the meeting to order at 7:00

Justin moved that we constitute a quorum, Stacey seconded, all in favour.

John S read the minutes from the last annual meeting and moved to adopt them as read. Lorna seconded, all in favour. There was a date error on the grant return deadline.

Kim gave the treasurer's report. Donations and fundraising is up, increasing our cash on hand. Kim moved to adopt her report as given. Shelly seconded, all in favour.

Kim moves that we hire Dave Onyschuk Professional Corporation to continue as our accountant. Rose seconded, all in favour.

John gave a quick update on the fieldhouse. They had a good year. There are strong membership numbers and they started a successful sponsorship campaign for local companies to support their larger costs. They were also able to receive a grant from the local group "100 Women Who Care" for upgrading the fit and finish of the gym.

The Show and Shine had another good year with happy showers and visitors.

Stacey and Kim had positive reviews after the parade. The route will need to be changed for next year as the front of the parade caught up with the rear during their loop. As we expect more entries next year this will be addressed.

Iris moves that we host the Fair on August 12, 2023 with all of the recent events included plus any new events that can be added from the 100th Fair Committee that has been meeting. Kim seconded, all in favour.

The bench show reported more entries from a similar number of participants this year. The Fair book will be ready earlier this year.

Lougheed Ag Society Reconciliation Detail Community Spirit, Period Ending 2023-10-31

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						59,757.57
Cleared Transactions						
Cheques and Payments - 5 items						
Bill Pmt -Cheque	2023-10-24		The Community Press	X	-1,811.25	-1,811.25
Bill Pmt -Cheque	2023-10-24		Bench Show Prices	X	-303.00	-2,114.25
Bill Pmt -Cheque	2023-10-24		Ken Martin	X	-80.00	-2,194.25
Bill Pmt -Cheque	2023-10-24		Diamond J Bakery	X	-40.50	-2,234.75
Bill Pmt -Cheque	2023-10-24		Wild Rose Co-op	X	-24.66	-2,259.41
Total Cheques and Payments					-2,259.41	-2,259.41
Deposits and Credits - 3 items						
Deposit	2023-10-24			X	1,629.77	1,629.77
Deposit	2023-10-31			X	2.06	1,631.83
Deposit	2023-10-31			X	2.57	1,634.40
Total Deposits and Credits					1,634.40	1,634.40
Total Cleared Transactions					-625.01	-625.01
Cleared Balance					-625.01	59,132.56
Register Balance as of 2023-10-31					-625.01	59,132.56
Ending Balance					-625.01	59,132.56

11:15 AM
023-11-20

Lougheed Ag Society
Reconciliation Detail
T-Bill Savings, Period Ending 2023-10-31

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						41,121.42
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	2023-10-31			X	96.04	96.04
Total Deposits and Credits					96.04	96.04
Total Cleared Transactions					96.04	96.04
Cleared Balance					96.04	41,217.46
Register Balance as of 2023-10-31					96.04	41,217.46
Ending Balance					96.04	41,217.46

11:33 AM
2023-11-20

Lougheed Field House
Reconciliation Detail
Community Spirit, Period Ending 2023-10-31

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						20,845.67
Cleared Transactions						
Cheques and Payments - 4 items						
Bill Pmt -Cheque	2023-10-25		CRA	X	-1,037.92	-1,037.92
Bill Pmt -Cheque	2023-10-25		Stacey Jenkins	X	-578.52	-1,616.44
Bill Pmt -Cheque	2023-10-25		Jim Coles	X	-575.00	-2,191.44
Bill Pmt -Cheque	2023-10-25		Main Street Medley	X	-434.70	-2,626.14
Total Cheques and Payments					-2,626.14	-2,626.14
Deposits and Credits - 5 items						
Deposit	2023-10-25			X	165.00	165.00
Deposit	2023-10-25			X	650.00	815.00
Deposit	2023-10-25			X	780.75	1,595.75
Deposit	2023-10-25			X	3,923.05	5,518.80
Deposit	2023-10-31			X	0.50	5,519.30
Total Deposits and Credits					5,519.30	5,519.30
Total Cleared Transactions					2,893.16	2,893.16
Cleared Balance					2,893.16	23,738.83
Register Balance as of 2023-10-31					2,893.16	23,738.83
Ending Balance					2,893.16	23,738.83

11:36 AM
2023-11-20

Lougheed Field House
Reconciliation Detail
Community Spirit Casino, Period Ending 2023-10-31

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						21,612.44
Cleared Balance						21,612.44
Register Balance as of 2023-10-31						21,612.44
Ending Balance						21,612.44

11:35 AM
2023-11-20

Lougheed Field House
Reconciliation Detail
T Bill Savings, Period Ending 2023-10-31

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,171.58
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	2022-07-31			X	23.76	23.76
Total Deposits and Credits					23.76	23.76
Total Cleared Transactions					23.76	23.76
Cleared Balance					23.76	10,195.34
Register Balance as of 2023-10-31					23.76	10,195.34
Ending Balance					23.76	10,195.34

S. 12



January 3, 2024

Village of Lougheed
Box 5
Lougheed, AB T0B 2V0

Dear Richard:

Re: Peace Officer Quarterly Report – Quarter Four

Throughout the period of October 1, 2023 until December 31, 2023, the Flagstaff County Peace Officer made **26** patrols in your community, for a total of **305** minutes, resulting in **no** violation tickets and **no** violation warnings being issued.

The Peace Officer also visited the municipal office 2 times and no issues were brought forward.

If you have any questions, please contact the office.

Sincerely,

A handwritten signature in black ink, appearing to be 'JFedyk', is written over a faint circular stamp.

Jim Fedyk, CLGM
Assistant CAO
/wn



5.13

Flagstaff's Informed Response Sharing Team
Box 450
Killam, AB T0B 2L0

October 15th, 2023

Dear Friend of FIRST

Flagstaff's Informed Response Sharing Team (FIRST) is planning its **26th Annual Dinner and Auction** and we are asking for your support. The event will take place on Saturday February 3rd, 2024 at the Heisler Community Hall. This is one of the longest running Flagstaff events for charity and provides us with funds for our programming. Come out and enjoy a Roast Beef Supper served to you by Big Willy's Bar at the Heisler Hotel, continuing a long tradition of first-class meals at our annual event. Join Dale Jones and Darrin Holben as our auctioneers and entertainment.

This year, we are asking for your support in one of three ways:

- \$35 per ticket to the Dinner and Auction. Phone 780-385-3976 to secure your ticket or stop in to the FFCS office at 4809 49th Avenue, Killam.
- Donating an item that will be used in either the silent auction or the live auction.
- Becoming a Bronze, Silver, Gold, Platinum or Diamond Sponsor of the non-event. The sponsorship sheet is attached.

FIRST's mission is to promote healthy relationships for people of all ages who live in Flagstaff. The program provides outreach, response, services and community education aimed at making life better for individuals, families, children and youth in Flagstaff. Help us to continue making our program a huge success, and building on that success every year. We partner with many agencies in Flagstaff to promote healthy relationships, reduce risky behaviour in youth and also partner with Flagstaff Family and Community Services in offering a counselling program.

This year we are highlighting our numerous programs including our mental health initiative which includes contracting a Psychologist (**Inter Pipeline has provided FIRST with \$40-thousand per year over 4 years for this program, we are in the third year of that agreement**) in Camrose to serve Flagstaff clients, we also contract a Registered Therapist in Killam. FIRST will cover the cost of the appointment if the client has no insurance coverage and we can also pay for fuel and/or provide the Caravan and driver. A \$250 dollar donation will cover the cost of an appointment and gas to get there.

Other programs that need funding include the Caravan program to fund the drivers for the van to get to such places as Edmonton, Red Deer, Camrose and Medicine Hat for medical appointments. We own a Dodge Caravan that is used at least 4 times per week, the community assisted us in raising the funds for this vehicle. FIRST also pays for insurance and ongoing maintenance (**Campbell-McLennan Chrysler provides the oil changes for free and Holbies Glass fixes the windshield rock chips for free**). A \$280 dollar donation will cover 2 day trips. This program has a budget of almost \$100-thousand dollars per year that FIRST must cover.

FIRST also operates Gibson Place (**funded by a Gibson Energy donation of \$25-thousand dollars per year**), a youth program for flagstaff residents aged 12 to 17. This program provides a safe and secure place for our youth to form relationships each Friday and Saturday night from 4 pm to 12 am. A \$250 donation will cover the cost of some of our annual programming such as our cooking nights.

FIRST also has ongoing education, training and promotional programs. And while we receive grants from government and corporations to cover some of the costs, there are always extra costs that may not be covered by these grants and that's why your donation is of great assistance to us.

Please join us in continuing to make Flagstaff a great and safe place for people of all ages.

You can etransfer your donation to firstforflagstaff2021@gmail.com, please put your name and address information in the message box so we can mail you a tax receipt.

If you have any questions please call Sue Freadrich, Brooke Grove or Lynne Jenkinson at 780-385-3976. We look forward to securing your support of the 2024 event, and appreciate any assistance you may be able to offer.

Sincerely yours,



Allen Dietz, FIRST Board Chair

*In accordance with the Alberta Charitable Fundraising Act, we are pleased to provide the following information:
The FIRST organizing committee has set a \$20,000 revenue target. Projected estimated fundraising costs are 12% of gross revenue.*

Village of Lougheed – Annual CAO review – Closed Session December 21, 2013.

1. What were Richard's key contributions to the success of the municipality?

- Richard has helped with the Village of Lougheed having a successful year. Since his hiring in the 1st quarter of 2023, he has helped usher in some significant improvements. He discovered that ATB had missed paying owed interest prior to the 2022 & 2023 year which resulted in a significant positive windfall for the Village's accounts due to interest owed.
- Richard has helped drive positive relationships with other community organizations within the Village. From what I have observed he has earned respect from other groups and they appear to want to open relations with the Village for dialogue. I've observed this with the building of relations again with the local Ag Society, discussion with this group had not happened for some time and Richard helped foster that we get a council member in with this group to attend meetings
- Richard has done a great job in keeping council updated with what is going on in the municipality. He provides a punch list of what he is working on and if anything, new is on his radar. He asks valid questions to ensure that council is looking at all angles before making a decision during a council meeting.
- Richard has helped drive the sale of multiple residential/commercial lots that belonged to the Village of Lougheed. Many of these lots had been in the possession of the municipality for years due to tax repossession. These lots are now sold and will assist with building the tax base in the village limits.

2. What has Richard done to ensure compliance in his field of responsibilities?

- The Village's website has been getting updated with the latest agendas, and meeting minutes.
- Richard had to overcome a difficult position with the annual financial audit for the start of 2023 and not due to his making. When Richard 1st started Lougheed needed to get its financials quickly sorted out and he had to spend a lot of extra time on issues that had existed prior to him taking over this position. Richard did a great job on ensuring the financials came together and the accounts were sorted out. He also made sure to follow up with the auditor periodically to ensure that the Village's financials would be completed in a timely manner.
- Minutes recorded for the council meetings have been accurate and Richard has been doing a good job to ensure detail is captured. Richard has also done a good job during council meetings to make sure that council is following required protocol. This has greatly helped me in the CEO/Mayor position in chairing meetings as he has been a great resource when direction is required.

3. In what areas can Richard improve to continue to create/add value for the municipality?

- Continue to attend the CAO meetings on behalf of the Village as these have been very useful in getting to know what other municipalities are working on and helps with knowledge sharing which can directly benefit the village
- Richard is good at giving feedback to the rest of council and I believe he should continue to do this as he has helped drive good discussion on how to handle a decision. He has helped bring another point of view to the group which is appreciated and valued.

- Help drive forward an updated strategic plan for the current Village council. This is on the radar for Richard to setup in 2024 and I believe it is important for council to get a good review on this as there are new things for us to focus on and our group really hasn't had an effective strategic plan since we have come to office.
- Continue to plan on having some sort of public town hall in the 2024 year possibly prior to Spring 2024 to update the public on what we are working on in the near future.

Closing Statements

Great job overall Richard in your 1st year with the municipality. I've been very impressed with your performance this year and you have helped drive very positive change in the community in a short period of time. The community seems to have a very good relationship with you and your team. Keep up the great work!!

Acknowledged by C.A.O. Richard Lavoie on January 18, 2024, closed session.

Mayor Sieben

Deputy Mayor Johnson

Councilor Cole

Thank you for providing me with my annual performance review.

I will continue to manage the Village to the best of my abilities, with the strong support of my staff. I sincerely appreciate the support this council has given me in the short 9 months I have been an employee here. In 2024, I have several exciting goals. As always, let's keep up with the great communication and allow me to complete my tasks as required. Goals for 2024 include closing on a specific date for the Solar Farm, building a park, selling more lots, and dispersing assets no longer of value to the Village of Loughheed.



Richard A Lavoie C.A.O Village of Loughheed