

**Town of Legal  
Regular Council Meeting  
February 18, 2025  
7:00 PM  
Council Chambers**

**AGENDA**

- 1.0      Call to Order with acknowledgement of meeting on Treaty 6 Territory**
- 2.0      Additions and/or Deletions to the Agenda**
- 10.7 Radon Testing for Curling Rink
- 3.0      Adoption of Agenda**
- 4.0      Public Hearing**
- 5.0      Adoption of Previous Minutes**
- 5.1 Errors or Omissions
- 5.2 Adoption of Minutes – February 3, 2025, Regular Council Meeting
- 6.0      Delegations, Petitions or Presentations**
- 7.0      Unfinished Business**
- 7.1 Alberta Municipalities President’s Summit and Municipal Leaders  
Caucus
- 7.2 Centralta Tourism Society, Wood Sculpture Initiative
- 8.0      Reports**
- 8.1 Chief Administrative Officer
- 8.2 Manager of Corporate Services
- 8.3 Operations Supervisor
- 8.4 Councillor Reports
- Mayor Tremblay
  - Deputy Mayor Beaton
  - Councillor Hills
  - Councillor Jones
  - Councillor Malott
- 9.0      Correspondence**

- 9.1 Sturgeon Regional Emergency Management Partnership, AEMA Review
- 9.2 Sturgeon County Bylaw Statistics, January 2025
- 9.3 Town of Legal Library Board Resignation
- 9.4 Letter from Fete au Village, Re: Legacy Project

**10.0 New Business**

- 10.1 MCCAC Municipal Electricity Generation Program
- 10.2 Francophone Flag Raising Request
- 10.3 Town of Legal Library Board Appointment Renewal
- 10.4 Capital Region Assessment Services Commission Appointments
- 10.5 Sturgeon Regional Partnership Regional Economic Development Initiative
- 10.6 Recycle Services for Commercial, Institutional and Industrial Properties
- 10.7 **Radon Testing for Curling Rink**

**11.0 Closed Session**

- 11.1 “Intergovernmental Relations” as per Freedom of Information and Privacy Act (Part 1, Division 2, Section 21)
- 11.2 “Intergovernmental Relations” as per Freedom of Information and Privacy Act (Part 1, Division 2, Section 21)

**12.0 Adjournment**

Regular Council Meeting of the Town of Legal in the Province of Alberta held in Council Chambers, February 3, 2025, commencing at 7:00 P.M.

**PRESENT:** Mayor Tremblay, Deputy Mayor Beaton, Councillor Hills, Councillor Jones, Councillor Malott

**ABSENT:**

**STAFF:** Robert Proulx – Chief Administrative Officer  
Anna Keane - Finance Assistant

**CALL TO ORDER**

Mayor Tremblay called the meeting to order at 7:00 P.M. and acknowledged the traditional territories of the Indigenous peoples of the Treaty 6 region and the Métis Settlements and Métis Nation of Alberta, Regions 2, 3 and 4. We respect the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our community.

**ADDITIONS AND/OR DELETIONS TO THE AGENDA**

**ADOPTION OF AGENDA**

12313      Resolution #12313      Moved by: Councillor Jones

**RESOLVED** that the Agenda for the February 3<sup>rd</sup>, 2025, regular meeting of Council be adopted as presented.

**CARRIED 5-0**

**PUBLIC HEARING**

None.

**ADOPTION OF PREVIOUS MINUTES**

12314      Resolution #12314      Moved by: Councillor Jones

**RESOLVED** that the Minutes for January 20<sup>th</sup>, 2025, Regular Meeting of Council be adopted as amended.

**CARRIED 5-0**

**DELEGATIONS**

**Ernest Chauvet, Jules Jasmin and Ginette Martel, Centralta Tourism Society**

Mayor Tremblay welcomed Ernie Chauvet and Ginette Martel from the Centralta Tourism Society.

The Centralta Tourism Society is proposing the Town of Legal, the Fete au Village and the Legal & District Chamber of Commerce partner with them on their new initiative with the goal to providing a means to attract people and business to the community

The proposal is to have wood Sculpture chainsaw competitions of 4-6 competitors annually. The sculptures would be placed within the community at the Towns discretion but remain the property of Centralta Tourism Society. There will be prizes for the participants. Optional considerations include wood chopping competitions, log saw competitions, arm wrestling and speed carving competitions.

Contributions requested from the Town of Legal are project approval, location and installation of completed sculptures, provide liability insurance, be a partner in the plan of action of the project and additional funding for sculpture maintenance to the Legacy Maintenance fund.

Mayor Tremblay thanked Ernie and Ginette for the presentation.

Discussion and decision making of proposal will be brought back to the next council meeting.

#### **UNFINISHED BUSINESS**

None.

#### **REPORTS**

##### **CHIEF ADMINISTRATIVE OFFICER**

A report was submitted and will form part of the Council Agenda Package.

##### **MANAGER OF CORPORATE SERVICES**

No report.

##### **OPERATIONS SUPERVISOR**

No report.

##### **COUNCILLOR REPORTS**

###### **Mayor Tremblay**

*Town of Legal Committee Meetings:*

Attended Homeland Housing Meeting on January 23, 2025

*Other Meetings:*

###### **Deputy Mayor Beaton**

*Town of Legal Committee Meetings:*

*Other Meetings:*

###### **Councillor Hills**

*Town of Legal Committee Meetings:*

Attended Library Board meeting – January 30, 2025

*Other Meetings:*

###### **Councillor Jones**

*Town of Legal Committee Meetings:*

*Other Meetings:*

Meetings with the Beverage Container Management Board (BCMA) interim board of advisors on January 22, 2025

Meetings with Alberta Municipalities include Interview with CBC on January 28, 2025, regarding doctor recruitment for the Town of Legal . January 29, 2025, meeting of new CAO and January 30, 2025, attended Alberta Municipalities Board Meeting

**Councillor Malott**

Report was submitted and will form part of the Council Agenda Package.

12315      Resolution #12315      Moved by: Deputy Mayor Beaton

**RESOLVED** that the reports be accepted as presented.

**CARRIED 5-0**

**CORRESPONDENCE**

**Provincial Police Advisory Board**

Received as information.

12316      Resolution #12316      Moved by: Councillor Hills

**RESOLVED** that the correspondence be accepted as presented.

**CARRIED 5-0**

**NEW BUSINESS**

**Town of Legal Sponsorship Committee – Sponsorship Package**

12317      Resolution #12317      Moved by: Councillor Malott

**RESOLVED** that the Town of Legal approve the revised Town of Legal Sponsorship Opportunity Package as presented and further, authorize the Sponsorship Committee to make future amendments to the package as required.

**CARRIED 5-0**

**Annual Council Workshop Date and Governance & Priorities Committee Meeting Date**

12318      Resolution #12318      Moved by: Councillor Hills

**RESOLVED** that the Town of Legal rescind Resolution #12266, which scheduled the Annual Councillor Workshop for February 4<sup>th</sup> and 5<sup>th</sup>, 2025.

**CARRIED 5-0**

12319      Resolution #12319      Moved by: Councillor Jones

**RESOLVED** that the Town of Legal reschedule the 2025 Annual Councillor Workshop to February 24<sup>th</sup> and the 25<sup>th</sup> evening if required.

**CARRIED 5-0**

**12320**      Resolution #12320      Moved by: Deputy Mayor Beaton

**RESOLVED** that the Town of Legal cancel the scheduled Governance and Priorities Committee meeting of February 24<sup>th</sup>, 2025, due to the rescheduling of the Annual Councillor Workshop.

**CARRIED 5-0**

**Sturgeon Regional Partnership Council Appointment**

**12321**      Resolution #12321      Moved by: Councillor Malott

**RESOLVED** that the Town of Legal in keeping with the current Terms of Reference of the Sturgeon Regional Partnership, appoint Deputy Mayor Beaton as the alternate to the Sturgeon Regional Partnership.

**CARRIED 5-0**

**Appointment to Intermunicipal Subdivision and Development Appeal Board**

**12322**      Resolution #12322      Moved by: Deputy Mayor Beaton

**RESOLVED** that the Town of Legal appoint Jeannie Charrois as a member-at-large to the Intermunicipal Subdivision and Development Appeal Board for the Town of Legal for a four-year term commencing February 3<sup>rd</sup>, 2025, to February 2<sup>nd</sup>, 2029.

**CARRIED 5-0**

**ADJOURNMENT**

**12323**      Resolution #12323      Moved by: Councillor Hills

**RESOLVED** that the meeting be adjourned at 8:19 P.M.

**CARRIED 5-0**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

# 7.1

**From:** Tyler Gandam <[president@abmunis.ca](mailto:president@abmunis.ca)>  
**Sent:** January 10, 2025 12:49 PM  
**To:** Robert Proulx <[rproulx@legal.ca](mailto:rproulx@legal.ca)>  
**Subject:** Join me at ABmunis President's Summit and Municipal Leaders Caucus

Dear Mayors, Councillors and CAOs,

As a Mayor and President of Alberta Municipalities, I know firsthand the pressure you face as a leader and member of your community. We are facing increased conflict with our constituents, as well as our peers in the council chambers. That's why our 2025 Alberta Municipalities President's Summit is focused on the topic of civility.

Our President's Summit on March 5 provides the opportunity for in-depth, in-person discussions on various aspects of civility in municipal leadership, including promoting a civil social media landscape, harassment in council chambers and the workplace, and ways to look after yourself and others.

By attending, you will have the opportunity to learn from experts and peers, as well help shape the future of municipal leadership across our province to ensure safe and healthy workplaces for years to come.

To help save on travel costs, we're holding President's Summit alongside Spring Municipal Leaders Caucus (MLC) which follows the Summit on March 6 & 7. Over those two days, you will engage with your colleagues on important topics including resources for the upcoming municipal election, a session dedicated to policing, and breakout session specific to your municipality type. MLC also provides the opportunity to hear from the Premier, Minister of Municipal Affairs, and Leader of the Opposition.

It's going to be fun. It's going to be informative. It's going to be engaging. Don't miss out.

[Register today!](#)

**Tyler Gandam** | President

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*We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.*

Agenda for Spring 2025 President's Summit  
 March 5, 2025  
 Westin Hotel, 10135-100 Street NW, Edmonton  
 \*Subject to Change\*

Wednesday, March 5		
Time	Topic	Session Description
8:00 a.m.	Registration and Breakfast	
9:00 a.m.	Opening remarks	President Tyler Gandam to bring remarks on civility.
9:15 a.m.	Plenary: Common Ground Toolkit	<p><a href="#">Common Ground Politics</a> has been undertaking significant research into Alberta's political landscape over the past few years. The initiative includes a toolkit which builds common vocabulary for problems facing civil dialogue in politics.</p> <p>Dr. Wesley will speak to the Common Ground Toolkit and how to effectively use the kit in local government. ABmunis is a supporting partner of the Common Ground initiative.</p>
10:15 a.m.	Break	
10:30 a.m.	Breakout session: From Discord to Harmony: Mastering Conflict in Local Government	<p>Municipal elected officials often face conflicts in decision-making and interpersonal dynamics.</p> <p>This session will explore practical strategies for managing disagreements, fostering collaboration, and maintaining professional relationships in the face of political tension. Participants will gain tools for effective communication, conflict resolution, and navigating reactions in real time.</p>
10:30 a.m.	Breakout session: Promoting a civil social media landscape	<p>Social media plays a key role in political discourse and has been blamed for degradation in community conversations and abuse of elected officials and staff.</p> <p>Join our speakers to gain insight into developing strategies to help manage social media and how current elected officials are engaging and utilizing AI.</p> <p>This session will bring key take-aways to shaping a more positive political environment.</p>
12:00 p.m.	Lunch	



1:00 p.m.	Plenary – Canadian Barometers Project	<p>The Canadian Barometers research partnership focuses on understanding and improving municipal democracy by routinely surveying local elected officials on their experience with abuse and their level of satisfaction in the role.</p> <p>The plenary will dive into preliminary insights into their more recent survey and the ways in which this data helps support community leaders.</p>
1:20 p.m.	Plenary – Harassment in the Council Chamber and Workplace	<p>Municipal councillors are facing increased levels of harassment both in and outside of council chambers. Due to the unique nature of their role, they are not protected under workplace laws in the same way as a municipal employee. It is also challenging to hold councilors accountable should they create an unsafe workplace for municipal staff.</p> <p>This session will feature legal, law and policy perspectives on harassment in the municipal workplace.</p>
2:20p.m.	Break	
2:30 p.m.	Breakout sessions: Looking after yourself and your colleagues	<p>Leaders are often called on to support others, but they also need to look after themselves.</p> <p>This session will focus on concrete ways to care for yourself and others during times of difficulty.</p>
2:30 p.m.	Breakout Session: Acting in the moment: How, when and why	<p>This session aims to help participants identify harm that happens in their workplaces and council activities, and considerations for addressing that harm in real-time or after the fact.</p> <p>Through practical tools and discussions, participants will gain confidence in being a positive bystander, helping to prevent harm and fostering a culture of accountability and respect in their communities.</p>
4:00 p.m.	Break	
4:15 p.m.	Preparing Alberta’s Future Municipal Leaders	<p>A session focused on the realities of running for municipal office. This panel will feature unique perspectives including:</p> <ul style="list-style-type: none"> <li>- Living through tumultuous times at the council level</li> <li>- Choosing to run for council during difficult transitions</li> <li>- Hiring a new CAO and developing a relationship</li> </ul>
4:45 p.m.	Closing remarks	

Agenda for Spring 2025 Municipal Leaders' Caucus  
 March 6 and 7, 2025  
 Westin Hotel, 10135-100 Street NW, Edmonton  
 \*Subject to Change\*

Thursday, March 6	
8:30 a.m.	Registration and Breakfast/CAO Breakfast
9:30 a.m.	President's Opening Remarks and Transition from President's Summit
9:45 a.m.	Minister of Municipal Affairs' Remarks
10:00 a.m.	Update from Federation of Canadian Municipalities
10:05 a.m.	Break
10:20 a.m.	Plenary Session on Water
11:20 a.m.	Plenary Session on Resources for Municipal Election
11:50 a.m.	Opposition Leader's Remarks
12:00 p.m.	Lunch
1:00 p.m.	Municipal Breakout Sessions: <ul style="list-style-type: none"> <li>• Cities</li> <li>• Towns</li> <li>• Villages &amp; Summer Villages – (healthcare to be one topic among other interactive discussions)</li> </ul>
2:20 p.m.	Premier's Remarks
2:35 p.m.	Ministers Dialogue Session I
3:35 p.m.	Break
3:45 p.m.	Ministers Dialogue Session II
4:45 p.m.	Closing Remarks
5:00 - 6:30 p.m.	Ministers' Reception sponsored by RMRF

Friday, March 7	
8:00 a.m.	Registration and Breakfast
9:00 a.m.	Plenary Session on Municipal Finance Research Project
9:25 a.m.	Plenary Session on Resolutions
9:50 a.m.	Requests for Decision
10:05 a.m.	President's Report and Update from AMSC
10:30 a.m.	Break
10:45 a.m.	Plenary Session on Policing
11:45 a.m.	Closing Remarks and Lunch to Go





Ending Date: 2024-Dec-31

Bank Account Name: Accounts Payable

Bank Statement Balance: 2,821,633.71

20240868	2024-12-11	272.46
20240870	2024-12-11	4,273.92
20240873	2024-12-11	1,169.30
20240874	2024-12-11	350.00
20240875	2024-12-11	120.74
20240913	2024-12-24	30.80
20240914	2024-12-24	61.60
20250006	2024-12-31	200.00
20240917	2024-12-24	7,432.90

**Total Outstanding Cheques**

78,408.94

(78,408.94)

**And Adjustments**

Description	Item ID #	Date	Amount
JE Dec'24 INTERAC FEE	337146	2024-12-31	(7.38)
JE Dec'24 MASTERCARD FEE	337148	2024-12-31	(2.29)
JE Dec'24 VISA FEE	337150	2024-12-31	(0.02)
JE Dec'24 SERVICE FEE	337152	2024-12-31	(41.95)
JE Qtr3 GST	336065	2024-12-13	(45,280.22)

**Total Adjustments**

(45,331.86)

(45,331.86)

**Net Outstanding Items: (70,956.38)**

**Ending Bank Balance: 2,821,633.71**

**Total: 2,750,677.33**

**Bank GL Balance: 2,750,677.33**

**Unposted GL Adjustment Amount: 0.00**

**Total Bank GL Balance: 2,750,677.33**

**Difference between Bank GL Balance and Sum of Net Outstanding Items & Ending Bank balance: \$0.00**

\*\*\* End of Report \*\*\*

8.2



# TOWN OF LEGAL

## Current Outstanding Items

Ending Date: 2024-Dec-31

Bank Account Name: Accounts Payable

Bank Statement Balance: 2,821,633.71

### Add Outstanding Deposits

Deposit Description	Batch #	Deposit Date	Amount
TB - TD DEPOSIT	48860	2024-12-31	93.00
DIRECT DEPOSIT DEPOSIT	48917	2024-12-13	45,280.22
BANK DEPOSIT	48825	2024-12-31	277.00
DEBIT DEPOSIT	48825	2024-12-31	2,762.90
TB - CIBC DEPOSIT	48854	2024-12-31	725.00
TB - CENTRAL1 CU DEPOSIT	48827	2024-12-31	100.00
TB - SCOTIABANK DEPOSIT	48859	2024-12-31	155.00
TB - CENTRAL1 CU DEPOSIT	48853	2024-12-31	577.99
TB - RBC DEPOSIT	48857	2024-12-31	162.32
BANK DEPOSIT	48821	2024-12-31	1,235.47
DEBIT DEPOSIT	48821	2024-12-31	1,415.52
<b>Total Deposits Outstanding</b>			<b>52,784.42</b>

52,784.42

### Less Outstanding Cheques

Payee	Cheque #	Cheque Date	Amount
		2024-10-16	157.50
		2024-12-16	10.42
		2024-12-24	68.20
		2024-12-24	9,166.50
		2024-12-31	350.00
		2024-12-31	350.00
		2024-12-31	1,500.00
		2024-12-31	100.00
		2024-12-31	146.90
		2024-12-11	357.00
		2024-12-11	738.47
		2024-12-24	4,583.25
		2024-12-24	773.28
		2024-12-24	806.34
		2024-12-19	3,892.28
		2024-12-24	1,503.79
		2024-12-24	1,905.75
		2024-11-15	157.50
		2024-12-24	487.73
		2024-12-24	812.47
		2024-12-24	748.17
		2024-12-24	327.47
		2024-11-01	508.66
		2024-12-12	30.80
		2024-10-08	3,000.00
		2024-10-08	528.05
		2024-12-12	230.80
		2024-11-15	525.28
		2024-11-15	132.69
		2024-12-11	1,000.00
		2024-12-11	430.50
		2024-12-11	250.00
		2024-12-11	25,330.31
		2024-12-11	614.25
		2024-12-11	1,212.75
		2024-12-11	1,760.11

8.2



# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
<b>Taxation</b>					
1-00-00-110-00	Real Property Taxes	(1,531,434.15)	(1,530,783.35)	(1,576,172.63)	(1,575,787.72)
1-00-00-210-00	Offsite Levy	0.00	0.00	0.00	0.00
<b>*** TOTAL Taxation</b>		<b>(1,531,434.15)</b>	<b>(1,530,783.35)</b>	<b>(1,576,172.63)</b>	<b>(1,575,787.72)</b>
<b>General Revenue</b>					
1-00-00-510-00	Penalties and Costs on Taxes	(10,000.00)	(16,770.10)	(12,000.00)	(16,541.04)
1-00-00-540-00	Revenue Franchise Fees (ATCO Gas)	(91,000.00)	(80,828.42)	(84,200.00)	(87,557.19)
1-00-00-540-05	Revenue Franchise Fees (FORTIS)	(97,000.00)	(100,116.72)	(129,346.00)	(139,655.17)
1-00-00-550-00	Interest Income	(60,000.00)	(182,090.54)	(200,000.00)	(288,581.99)
1-00-00-740-00	Provincial Conditional Grant	(157,315.00)	(211,513.00)	(108,350.00)	(460,864.00)
1-12-00-343-00	GST REVENUE	0.00	0.00	0.00	0.00
1-12-00-410-00	General Services and Supplies Revenues	(1,200.00)	(1,147.11)	(1,200.00)	(1,169.71)
1-12-00-411-00	Sale of Tax Certificates & Compliances	(2,000.00)	(2,171.50)	(2,000.00)	(2,310.00)
1-12-00-520-00	Licenses and Permits	(3,000.00)	(2,469.63)	(20,000.00)	(17,516.97)
1-12-00-522-00	Business Licenses	(5,500.00)	(6,083.50)	(6,000.00)	(5,767.50)
1-12-00-590-00	Other Revenue (WCB Pay't Claims)	0.00	0.00	(6,000.00)	0.00
1-12-00-591-00	Other Revenue	(10,800.00)	(37,567.94)	(2,500.00)	(9,826.56)
1-12-00-592-00	Development Inspection Fees	0.00	(100.00)	(100.00)	(50.00)
1-12-00-920-00	Transfer from reserve	0.00	0.00	(36,500.00)	0.00
<b>*** TOTAL General Revenue</b>		<b>(437,815.00)</b>	<b>(640,858.46)</b>	<b>(608,196.00)</b>	<b>(1,029,840.13)</b>
<b>Fire Revenue</b>					
1-23-00-250-00	Contract - Local Gov't - Fire	0.00	0.00	0.00	0.00
1-23-00-410-00	Fire Fighting Fees Charged	(5,500.00)	(1,950.00)	(1,500.00)	(5,400.00)
1-23-00-560-00	Rental Revenue - Fire Hall	(9,900.00)	(10,029.94)	(10,500.00)	(10,198.66)
<b>*** TOTAL Fire Revenue</b>		<b>(15,400.00)</b>	<b>(11,979.94)</b>	<b>(12,000.00)</b>	<b>(15,598.66)</b>
<b>Disaster Services Revenue</b>					
1-24-00-240-00	Disaster Services Training	0.00	0.00	0.00	0.00
<b>*** Total Disaster Services Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Protective Services Revenue</b>					



General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
1-26-00-510-00	Fines (Alberta Justice)	(4,500.00)	(2,904.00)	(3,000.00)	(849.00)
1-26-00-525-00	Animal Licenses (Cat & Dog Licenses)	(4,500.00)	(4,418.00)	(4,500.00)	(4,575.00)
1-26-00-526-00	Fines (Bylaw -Animal, Unsightly)	0.00	0.00	0.00	0.00
<b>***</b>	<b>TOTAL Protective Services Reve</b>	<b>(9,000.00)</b>	<b>(7,322.00)</b>	<b>(7,500.00)</b>	<b>(5,424.00)</b>
<b>Roads &amp; Street Revenue</b>					
1-32-00-411-00	Sale of Goods & Services	(4,000.00)	(2,872.23)	(1,500.00)	(67.50)
1-32-00-412-00	S.H. #651 Maintenance	(8,000.00)	(1,016.00)	(8,000.00)	(8,137.25)
1-32-00-413-00	Composters/Rain Barrel/Wingdigger	0.00	(210.00)	(550.00)	(543.90)
1-32-00-840-00	Federal Grant	(36,000.00)	(58,375.33)	0.00	0.00
1-32-00-843-00	Provincial Grants	0.00	0.00	0.00	0.00
1-32-00-910-00	SALE OF EQUIPMENT	(53,500.00)	0.00	(12,000.00)	(12,000.00)
1-32-00-920-00	Transfer from Reserve	(26,000.00)	(26,000.00)	0.00	0.00
<b>***</b>	<b>TOTAL Roads &amp; Street Revenue</b>	<b>(127,500.00)</b>	<b>(88,473.56)</b>	<b>(22,050.00)</b>	<b>(20,748.65)</b>
<b>Water Revenue</b>					
1-41-00-410-00	Water Charges	(303,000.00)	(298,010.45)	(303,000.00)	(301,267.35)
1-41-00-410-01	Miscellaneous Revenue (Water Meter Card)	0.00	(10.14)	0.00	0.00
1-41-00-411-00	Connection Revenue	(3,000.00)	(4,930.00)	(3,000.00)	(1,530.00)
1-41-00-412-00	Meter Installation	0.00	(1,232.00)	(1,500.00)	0.00
1-41-00-510-00	Utility Penalties	(6,000.00)	(6,721.78)	(6,500.00)	(8,167.83)
1-41-00-840-00	Provincial Grants	(271,692.00)	0.00	0.00	0.00
1-41-01-410-00	Sale of Water (Coin-op/Truck Fill)	(128,000.00)	(139,317.36)	(130,000.00)	(136,648.16)
1-41-01-810-00	N.S.F.	(100.00)	(175.00)	(200.00)	(225.00)
1-41-02-410-00	Sale of Water-Sturgeon County West&South	(16,000.00)	(12,496.10)	(14,000.00)	(15,201.36)
1-41-04-411-00	Pipeline Hook - ups (Farmers)	0.00	0.00	0.00	0.00
1-41-04-920-00	Transfer from Reserves	(32,733.00)	(32,733.00)	(304,425.00)	0.00
<b>***</b>	<b>TOTAL Water Revenue</b>	<b>(760,525.00)</b>	<b>(495,625.83)</b>	<b>(762,625.00)</b>	<b>(463,039.70)</b>
<b>Sewer Revenue</b>					
1-42-00-120-00	Local Improvement Charge	0.00	(500.00)	0.00	0.00
1-42-00-410-00	Sewage Services Fees and Charges	(79,000.00)	(76,577.94)	(84,000.00)	(85,482.82)
1-42-00-840-00	Provincial Conditional Grants	0.00	(187,494.00)	0.00	0.00
1-42-00-841-00	Federal Grants	0.00	0.00	0.00	0.00
1-42-00-920-00	Transfer from reserve	0.00	0.00	0.00	0.00
1-42-00-999-00	Principal Payment (ACFA)	0.00	0.00	0.00	0.00
1-42-00-999-01	Interest Payment (ACFA)	0.00	0.00	0.00	0.00





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
***	<b>TOTAL Sewer Revenue</b>	<b>(79,000.00)</b>	<b>(264,571.94)</b>	<b>(84,000.00)</b>	<b>(85,482.82)</b>
<b>Waste Removal</b>					
1-43-00-410-00	Garbage Coll. & Disp. & Other Charges	(92,000.00)	(93,897.70)	(94,000.00)	(94,183.05)
1-43-00-411-00	LANDFILL OVERAGE FEES	(2,600.00)	(4,700.90)	(3,000.00)	(894.27)
1-43-00-766-00	Recycling Fee	(22,000.00)	(22,002.74)	(22,000.00)	(21,973.40)
***	<b>TOTAL Waste Removal</b>	<b>(116,600.00)</b>	<b>(120,601.34)</b>	<b>(119,000.00)</b>	<b>(117,050.72)</b>
<b>FCSS Revenue</b>					
1-51-00-207-00	Community Programs	(50.00)	(50.00)	(80.00)	0.00
1-51-00-208-00	Children/Youth /Seniors Programs	(2,560.00)	(1,941.24)	(1,480.00)	(2,709.22)
1-51-00-210-00	Adult Programs	0.00	0.00	0.00	(180.00)
1-51-00-590-00	Other Revenue	0.00	0.00	0.00	0.00
1-51-00-840-00	Provincial Grants	(31,807.00)	(32,880.49)	(31,807.00)	(33,238.32)
***	<b>TOTAL FCSS Revenue</b>	<b>(34,417.00)</b>	<b>(34,871.73)</b>	<b>(33,367.00)</b>	<b>(36,127.54)</b>
<b>Recreation Programs Revenue</b>					
1-71-00-229-00	Volunteer Alberta Grants	0.00	0.00	0.00	0.00
1-71-00-230-00	Community Events	0.00	0.00	0.00	0.00
1-71-00-231-00	Fees - Children- Teens	(6,090.00)	(7,297.11)	(4,675.00)	(5,331.00)
1-71-00-233-00	Fees - Adult	(6,660.00)	(6,260.77)	(7,700.00)	(7,659.31)
1-71-00-234-00	Fees - Summer Playground	0.00	0.00	0.00	0.00
1-71-00-990-00	Miscellaneous Revenue	(1,920.00)	(1,920.00)	(1,920.00)	(1,920.00)
***	<b>TOTAL Recreation</b>	<b>(14,670.00)</b>	<b>(15,477.88)</b>	<b>(14,295.00)</b>	<b>(14,910.31)</b>
<b>Recreation Parks Revenue</b>					
1-72-00-356-10	User Fees (Soccer,Baseball)	(1,200.00)	(1,060.00)	(1,200.00)	(1,250.00)
1-72-00-560-00	Rental Concession Booth (Arena)	(2,000.00)	(2,000.00)	(1,000.00)	(1,000.00)
1-72-00-561-00	Lavatory Rental	(400.00)	(650.00)	(500.00)	(300.00)
1-72-00-590-00	Fete Au Village Revenue	0.00	0.00	0.00	0.00
1-72-00-591-00	OTHER REVENUE	(8,000.00)	(3,500.00)	(160,000.00)	(15,600.00)
1-72-00-750-00	Local Grant - County	(323,321.00)	(323,321.00)	(332,887.00)	(332,887.00)
1-72-00-830-00	Fed - Canada Summer Jobs (CSJ) Grant-SCP	(4,000.00)	(4,200.00)	0.00	(4,200.00)
1-72-00-831-00	Federal Grant	0.00	0.00	0.00	0.00
1-72-00-840-00	Provincial Grant	0.00	(9,951.33)	(50,000.00)	(50,000.00)
1-72-00-842-00	Provincial Grant - STEP	0.00	0.00	0.00	0.00







# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
1-72-00-850-00	Local Grant	0.00	0.00	(1,000,000.00)	(1,000,000.00)
1-72-00-920-00	Transfer from Reserve	(166,000.00)	(17,000.00)	0.00	0.00
1-72-00-990-00	R. V. Park	(16,000.00)	(23,700.17)	(28,000.00)	(27,181.08)
1-72-02-560-00	Arena Ice Rental	(118,000.00)	(108,193.75)	(55,000.00)	(53,110.00)
1-72-02-563-00	Other Revenue - Arena	0.00	0.00	0.00	(2,304.92)
1-72-02-591-00	Arena Sponsorship & Naming Rights	0.00	0.00	(100,000.00)	(19,000.00)
1-72-02-830-00	Federal Grant	(645,000.00)	(398,019.00)	(5,014,360.00)	(2,656,392.00)
1-72-02-920-00	Transfer from Reserves	0.00	0.00	(384,624.00)	0.00
1-72-03-560-00	Rental of Curling Complex	(18,000.00)	(18,000.00)	(18,000.00)	(18,000.00)
1-72-03-563-00	Other Revenue - Curling Rink	0.00	0.00	0.00	0.00
1-72-05-560-00	Rental Revenue	(4,200.00)	(4,200.00)	(4,200.00)	(4,200.00)
1-72-05-920-00	Transfer from Reserves	0.00	0.00	0.00	0.00
1-72-02-850-00	Local Grant	0.00	0.00	0.00	0.00
<b>*** TOTAL Recreation Parks Revenue</b>		<b>(1,306,121.00)</b>	<b>(913,795.25)</b>	<b>(7,149,771.00)</b>	<b>(4,185,425.00)</b>
<b>***** TOTAL REVENUE</b>		<b>(4,432,482.15)</b>	<b>(4,124,361.28)</b>	<b>(10,388,976.63)</b>	<b>(7,549,435.25)</b>
 <b>Council</b>					
2-11-00-151-00	Fees & Meetings - Mayor/Council	65,000.00	71,259.84	70,000.00	75,513.56
2-11-00-152-00	Registration Fee (conference, golf,)	5,500.00	3,951.19	6,000.00	5,495.80
2-11-00-211-00	Mileage/Hotel/Park/Per Diem -Mayor/Counc	5,000.00	3,435.49	5,000.00	7,384.73
2-11-00-220-00	Advertising	0.00	0.00	0.00	408.00
2-11-00-222-00	Public Relations	6,000.00	3,095.66	3,600.00	4,112.32
2-11-00-237-00	Council Insurance	200.00	110.00	110.00	110.00
2-11-00-510-00	Council Goods & Supplies	1,400.00	684.54	800.00	922.87
2-11-00-511-00	Council Grants (do not use)	0.00	50.00	0.00	0.00
2-11-00-512-00	Council Donations	6,000.00	11,457.64	8,000.00	7,741.23
<b>*** Council Subtotal</b>		<b>89,100.00</b>	<b>94,044.36</b>	<b>93,510.00</b>	<b>101,688.51</b>
 <b>Administration</b>					
2-12-00-110-00	Salaries - Office Staff	312,439.23	293,342.80	293,370.33	271,768.26
2-12-00-130-00	AMSC Benefits-ADD/Dental/Gr.Life/EHC/EAP	64,742.05	64,828.15	64,742.05	59,519.30
2-12-00-131-00	Local Authorities Pension Plan (LAPP)	58,060.02	54,636.25	58,060.02	55,990.47
2-12-00-132-00	Canada Pension Plan (CPP)	42,473.91	41,708.84	42,473.91	41,792.30
2-12-00-133-00	Employment Insurance (EI)	14,612.09	13,155.36	14,612.09	12,540.50
2-12-00-135-00	Health & Wellness - Town	3,500.00	2,642.44	3,500.00	3,057.56
2-12-00-136-00	Worker's Compensation Board	19,000.00	18,803.10	18,000.00	18,010.32
2-12-00-137-00	AMSC Benefits - Health Spending Acct	4,500.00	3,847.45	5,000.00	4,722.21
2-12-00-152-00	Meetings, Conferences, Registration Fees	4,000.00	3,588.33	4,000.00	2,877.82





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-12-00-211-00	Mileage/Hotel/Park/Per Diem	2,500.00	4,999.17	3,000.00	1,395.24
2-12-00-215-00	Freight, Postage	2,800.00	2,247.35	2,500.00	2,622.32
2-12-00-220-00	Advertising	5,500.00	4,789.27	5,000.00	4,562.84
2-12-00-221-00	Membership Fees	4,400.00	4,246.05	4,400.00	4,909.30
2-12-00-222-00	Public Relations	2,200.00	1,287.33	2,000.00	1,001.57
2-12-00-232-00	Legal - General	11,000.00	217.00	4,000.00	889.50
2-12-00-237-00	Insurance	21,000.00	21,107.27	22,200.00	22,817.98
2-12-00-238-00	Fees -Bank. MC, NSF, Misc	1,000.00	1,777.12	3,800.00	3,753.78
2-12-00-240-00	Training Fees	0.00	0.00	1,000.00	0.00
2-12-00-250-00	Contract Services - Janitorial	0.00	0.00	0.00	509.60
2-12-00-250-01	Contract Services - Audit	19,000.00	38,840.00	21,000.00	21,000.00
2-12-00-250-02	Contract Services - Assessor	15,100.00	15,100.00	15,600.00	15,500.00
2-12-00-250-03	Contract Services - IT Support	19,500.00	18,590.00	21,000.00	16,840.00
2-12-00-250-04	Contract Service - Muniware Monthly Supp	20,400.00	16,201.17	14,000.00	16,866.18
2-12-00-250-05	Contract - Other	48,170.00	35,246.49	48,655.00	52,009.17
2-12-00-250-06	Contract Services - AssessReviewBoardARB	1,400.00	978.50	1,000.00	978.50
2-12-00-251-00	Building Maintenance	3,000.00	1,037.85	2,000.00	1,920.84
2-12-00-251-01	Security Alarm System -Monthly Fee	300.00	0.00	0.00	0.00
2-12-00-260-00	Rental - Photocopy, Postage Machines	3,200.00	3,164.84	3,200.00	3,977.60
2-12-00-506-00	Land Titles Fees	200.00	65.00	100.00	139.00
2-12-00-508-00	Computer Hardware/Software	20,500.00	12,547.38	21,000.00	22,413.97
2-12-00-509-01	MCS Net	1,300.00	1,318.80	1,300.00	1,268.80
2-12-00-510-00	General Office Supplies	12,000.00	11,825.45	12,000.00	14,114.44
2-12-00-513-00	New office/furnishing	2,000.00	55.43	1,500.00	429.99
2-12-00-516-00	Bylaw Review	2,000.00	1,499.00	1,200.00	0.00
2-12-00-540-00	Utilities	11,200.00	11,305.11	11,700.00	12,548.49
2-12-00-615-00	Depreciation Expense - Roads	123,635.02	123,635.02	123,635.00	114,776.02
2-12-00-625-00	Depreciation Expense - Buildings	74,201.12	122,367.30	122,367.00	73,472.39
2-12-00-635-00	Depreciation Expense - Machinery & Equip	54,199.61	57,944.44	57,944.00	54,604.75
2-12-00-645-00	Depreciation Expense - Land Improvements	40,714.30	40,873.30	40,873.00	40,446.04
2-12-00-655-00	Depreciation Expense - Vehicles	38,149.71	38,672.22	38,672.00	41,412.40
2-12-00-665-00	Depreciation Expense - Water & Sewer	160,160.41	163,086.91	163,087.00	161,608.70
2-12-00-762-00	Transfer to Capital Functions	10,000.00	9,951.34	21,000.00	19,906.54
2-12-00-764-00	Transfer to Reserves	8,500.00	49,841.00	208,500.00	0.00
2-12-00-911-00	Tax Rebates & Discounts & Forgiveness	0.00	0.00	0.00	0.00
<b>*** Administration Subtotal</b>		<b>1,262,557.47</b>	<b>1,311,369.83</b>	<b>1,502,991.40</b>	<b>1,198,974.69</b>

### Elections

2-19-20-110-00	Salaries - Staff	0.00	0.00	0.00	0.00
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# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-19-20-211-00	Mileage/hotels/park/per diem	0.00	0.00	0.00	0.00
2-19-20-220-00	Advertising	0.00	0.00	500.00	0.00
2-19-20-240-00	Training Fees	0.00	0.00	1,000.00	0.00
2-19-20-250-00	Contract Services - Election	0.00	0.00	0.00	0.00
2-19-20-590-00	Election Supplies	0.00	0.00	0.00	0.00
<b>*** Elections Subtotal</b>		<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>
<b>Census</b>					
2-19-21-110-00	Salaries - (Staff)	0.00	0.00	0.00	0.00
2-19-21-211-00	mileage/Hotel/Park/per diem	0.00	0.00	0.00	0.00
2-19-21-220-00	Advertising	0.00	0.00	0.00	0.00
2-19-21-250-00	Contract Services - Census	0.00	0.00	0.00	0.00
2-19-21-590-00	Census - Supplies	0.00	0.00	0.00	0.00
<b>*** Census Subtotal</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Economic Development</b>					
2-20-00-110-00	Salaries - Staff	0.00	0.00	0.00	0.00
2-20-00-239-00	Tourism	0.00	52.50	0.00	0.00
2-20-00-250-00	Contract Services - Economic Development	24,500.00	11,750.00	8,000.00	0.00
2-20-00-510-00	Good & Supplies/meals	0.00	0.00	12,000.00	3,093.56
2-20-00-600-00	Economic Development initiative	17,000.00	10,121.34	30,000.00	28,095.80
<b>*** Economic DevelopmentSubtotal</b>		<b>41,500.00</b>	<b>21,923.84</b>	<b>50,000.00</b>	<b>31,189.36</b>
<b>Firefighting</b>					
2-23-00-110-00	Salaries	850.00	850.00	0.00	0.00
2-23-00-151-00	Remuneration-Fire Chief	0.00	0.00	0.00	0.00
2-23-00-152-00	Meetings,Conferences,Registration fees	0.00	0.00	0.00	0.00
2-23-00-158-00	Fire Fighters Training Town Grant	0.00	0.00	0.00	0.00
2-23-00-159-00	Fire Fighters' Training - County Grant	0.00	0.00	0.00	0.00
2-23-00-225-00	Radio License Fee	0.00	0.00	150.00	0.00
2-23-00-230-00	Fire Fighting Equipment	0.00	0.00	0.00	0.00
2-23-00-237-00	Insurance - Building/Liab/Vehicle	8,573.00	8,572.73	8,900.00	8,881.81
2-23-00-240-00	Training	0.00	0.00	0.00	0.00
2-23-00-250-01	Contract Services - Dispatch	2,700.00	3,075.84	3,200.00	2,846.04
2-23-00-250-02	Contract Services - Fire Fighting	30,393.00	30,393.80	30,905.00	30,905.07
2-23-00-251-00	Building Repairs & Maintenance	2,000.00	2,980.40	2,500.00	671.89
2-23-00-510-00	General Goods & Supplies	1,000.00	82.79	500.00	804.93





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-23-00-520-14	2000 GMC - ERU	1,000.00	47.10	1,000.00	103.98
2-23-00-540-00	Utilities	10,800.00	10,503.16	10,500.00	11,576.85
2-23-00-550-00	Diesel, Oil, Gas	400.00	191.06	300.00	97.37
2-23-00-750-00	Rural/Local Fire Calls	0.00	0.00	0.00	0.00
2-23-00-764-00	Transfers to Reserves	5,000.00	12,511.75	5,000.00	0.00
<b>***</b>	<b>Firefighting Subtotal</b>	<b>62,716.00</b>	<b>69,208.63</b>	<b>62,955.00</b>	<b>55,887.94</b>
<b>Disaster Services</b>					
2-24-00-110-00	Salaries - Staff	0.00	0.00	0.00	0.00
2-24-00-240-00	Disaster Services Training	800.00	570.50	800.00	700.00
2-24-00-250-00	Contract Services - Emergency Plan	4,200.00	3,895.29	4,200.00	4,075.64
2-24-00-510-00	General Goods and Supplies	200.00	214.21	200.00	204.96
2-24-00-764-00	Transfer to Reserves	0.00	0.00	0.00	0.00
<b>***</b>	<b>Disaster Services Subtotal</b>	<b>5,200.00</b>	<b>4,680.00</b>	<b>5,200.00</b>	<b>4,980.60</b>
<b>Protective Services</b>					
2-26-00-250-00	Contract Services - Bylaw Enforcement	43,650.00	43,651.32	44,400.00	44,383.74
2-26-00-250-01	Contract Services - Police	48,907.00	48,621.00	73,414.00	73,289.00
2-26-00-510-00	General Goods & Supplies	1,000.00	560.39	1,000.00	591.81
2-26-00-511-00	Residential Enforcement	2,000.00	0.00	1,000.00	0.00
2-26-00-512-00	Vet and Holding Fees	0.00	0.00	500.00	0.00
<b>***</b>	<b>Protective Services Subtotal</b>	<b>95,557.00</b>	<b>92,832.71</b>	<b>120,314.00</b>	<b>118,264.55</b>
<b>Common Shop Services</b>					
2-31-00-152-00	Meetings,Conference, Registration Fees	1,000.00	200.00	1,000.00	1,055.00
2-31-00-211-00	Mileage/Hotel/Park/Per Diem	1,500.00	650.00	1,200.00	342.67
2-31-00-215-00	Freight, Postage	0.00	0.00	0.00	0.00
2-31-00-221-00	Membership Fees	1,000.00	171.42	500.00	114.28
2-31-00-222-00	Public Relations	1,100.00	790.32	900.00	940.32
2-31-00-237-00	Insurance - Building/Vehicle	3,892.00	3,890.70	4,100.00	4,123.02
2-31-00-250-00	Contract - GIS	10,000.00	0.00	10,000.00	10,000.00
2-31-00-251-00	Building Maintenance	10,000.00	25,197.69	5,000.00	618.12
2-31-00-252-00	Cold Storage	1,000.00	779.95	1,000.00	0.00
2-31-00-510-00	General Goods and Services	1,500.00	2,256.94	1,800.00	2,210.04
2-31-00-511-00	Tools & Tool Repairs	2,500.00	1,217.39	2,100.00	1,236.46
2-31-00-521-00	Equipment Repairs & Maintenance	1,000.00	503.21	1,000.00	605.03
2-31-00-540-00	Utilities	6,500.00	6,827.62	6,600.00	6,253.61





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-31-00-762-00	Transfers to Capital Functions	38,000.00	20,671.33	0.00	0.00
2-31-00-764-00	Transfers to Operating Reserves	5,000.00	0.00	5,000.00	0.00
<b>*** Common Shop Subtotal</b>		<b>83,992.00</b>	<b>63,156.57</b>	<b>40,200.00</b>	<b>27,498.55</b>
<b>Roads &amp; Streets</b>					
2-32-00-110-00	Salaries & Wages	99,793.06	86,303.17	94,607.74	87,145.62
2-32-00-215-00	Freight & Postage	0.00	250.00	0.00	0.00
2-32-00-237-00	Insurance - Building/Vehicle	3,889.00	3,887.20	3,700.00	3,702.53
2-32-00-250-00	Contract Service - Roads & Street	9,000.00	1,552.60	9,000.00	6,779.03
2-32-00-252-00	Road for Chauvet	4,000.00	2,933.76	3,500.00	4,783.32
2-32-00-253-00	Culverts	1,000.00	0.00	1,000.00	361.60
2-32-00-510-00	General Goods & Services	0.00	298.24	550.00	1,204.41
2-32-00-511-00	Christmas Decorations	2,500.00	1,998.32	2,500.00	3,481.06
2-32-00-520-00	Equipment, Machines, Parts & Supplies	2,000.00	1,147.17	2,000.00	1,963.03
2-32-00-520-01	2022 Dodge Ram 1500 - Unit 1	1,200.00	1,888.28	1,500.00	81.86
2-32-00-520-03	1998 International Gravel Truck - Unit 3	3,800.00	5,739.22	3,500.00	955.95
2-32-00-520-04	Ford 2600 Tractor - Unit 4	500.00	20.98	500.00	0.00
2-32-00-520-05	Skid Steer Bobcat - Unit 5	2,000.00	2,734.74	1,500.00	1,881.15
2-32-00-520-06	Deutz Allis Tractor - Unit 6	0.00	0.00	0.00	0.00
2-32-00-520-07	Grader - Caterpillar Unit 7	3,200.00	2,087.91	3,000.00	610.70
2-32-00-520-08	Sweeper - Challenger Unit 8	2,500.00	2,694.56	3,000.00	819.62
2-32-00-520-10	International 4200 Garbage	1,000.00	0.00	0.00	0.00
2-32-00-520-13	2022 John Deere 3024 Unit 13	1,000.00	344.81	1,000.00	679.99
2-32-00-520-15	2017 Dodge 3/4 Ton Truck - Unit 15	1,500.00	5.34	1,000.00	0.00
2-32-00-520-16	2002 Dodge 3/4 Ton Truck - Unit 16	1,500.00	0.00	1,000.00	0.00
2-32-00-520-19	2008 Dodge Ram 2500 Unit 19	2,000.00	349.06	1,200.00	352.43
2-32-00-520-20	2007 Asphalt Packer Unit 20	200.00	0.00	200.00	0.00
2-32-00-520-21	Float - Fete au Village Unit 21	500.00	356.70	500.00	248.17
2-32-00-520-22	Bobcat Skid Steer Unit 22	2,200.00	398.92	1,300.00	1,571.27
2-32-00-520-23	2014 Dodge Ram 3500 Unit 23	2,000.00	227.70	1,500.00	2,549.39
2-32-00-520-24	Bobcat Utility Vehicle Unit 24	1,500.00	2,318.52	2,000.00	521.97
2-32-00-520-25	1997 GMC 3500 Bucket Truck Unit 25	1,300.00	1,934.41	1,600.00	711.90
2-32-00-531-00	Gravel	17,000.00	17,389.61	10,000.00	9,760.65
2-32-00-532-00	Trees & Accent Corners	2,000.00	1,997.43	2,000.00	2,135.00
2-32-00-533-00	Street Signs & Paint	10,500.00	2,967.68	9,500.00	2,457.60
2-32-00-534-00	Sand & Salt Supplies	5,000.00	4,168.18	4,000.00	2,486.86
2-32-00-535-00	Dust Control	1,500.00	1,500.00	1,500.00	1,500.00
2-32-00-536-00	Sidewalk Repairs	8,000.00	5,500.00	6,000.00	7,190.82
2-32-00-537-00	Weedcontrol	4,000.00	1,278.77	3,000.00	3,000.00





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-32-00-538-00	Snow Fence	1,000.00	110.22	1,000.00	130.85
2-32-00-539-00	Crack Filling	3,000.00	1,534.96	2,000.00	1,337.39
2-32-00-540-00	Utilities	62,000.00	65,346.18	66,000.00	77,094.34
2-32-00-550-00	Diesel, Oil, Gas	13,000.00	10,922.35	11,500.00	10,475.81
2-32-00-762-00	Transfers to Capital Functions	95,500.00	101,735.37	0.00	0.00
2-32-00-764-00	Transfers to Reserves	36,000.00	56,437.52	24,000.00	0.00
<b>*** Roads &amp; Streets Subtotal</b>		<b>408,582.06</b>	<b>390,359.88</b>	<b>281,657.74</b>	<b>237,974.32</b>
<b>Water Supply &amp; Distribution</b>					
2-41-00-110-00	Salaries & Wages	109,490.65	106,283.78	103,128.60	95,629.47
2-41-00-211-00	Travel & Subsistence	1,000.00	0.00	500.00	0.00
2-41-00-215-00	Postage, Freight	2,500.00	1,169.40	2,000.00	2,085.42
2-41-00-232-00	Legal & Consulting -linewater 2120022900	0.00	0.00	0.00	0.00
2-41-00-240-00	Resident Contractor Charges	0.00	0.00	0.00	0.00
2-41-00-250-00	Contract Services - Water	8,000.00	13,085.40	8,000.00	3,388.85
2-41-00-251-00	Cold Storage/Fish Pond	200.00	0.00	500.00	0.00
2-41-00-350-00	Purchased Bulk Water for Resale	130,350.00	128,704.34	117,000.00	122,632.50
2-41-00-351-00	Water Testing/Analysis	1,000.00	692.00	1,000.00	562.26
2-41-00-510-00	General Goods & Supplies	7,000.00	7,052.22	5,000.00	1,902.15
2-41-00-511-00	Line Repairs & Maintenance	4,000.00	4,414.89	4,000.00	94.35
2-41-00-524-00	Meters	4,000.00	1,426.00	4,000.00	4,365.00
2-41-00-525-00	Water Meter Upgrade	4,000.00	2,550.00	3,000.00	2,835.00
2-41-00-550-00	Diesel, Oil, Gas	12,000.00	9,542.90	10,800.00	9,156.48
2-41-00-762-00	Transfers to Reserves	0.00	0.00	0.00	0.00
2-41-00-764-00	Transfers to Reserves	71,270.00	89,897.27	71,300.00	0.00
2-41-00-990-00	Bad Debt	0.00	0.00	0.00	102.22
2-41-00-999-00	Principal Payment (LOAN)	299,992.97	299,992.97	302,518.00	301,884.24
2-41-00-999-01	Interest Payment (LOAN)	4,432.43	3,693.71	1,907.00	2,541.16
<b>*** Water Supply Subtotal</b>		<b>659,236.05</b>	<b>668,504.88</b>	<b>634,653.60</b>	<b>547,179.10</b>
<b>Water Supply- ClearWater</b>					
2-41-03-237-00	Insurance - Building	5,720.00	5,717.92	5,500.00	5,447.83
2-41-03-250-00	Contract Services - Clearwater	2,500.00	817.04	2,500.00	975.01
2-41-03-251-00	Building Maintenance	2,000.00	1,145.66	1,800.00	1,155.00
2-41-03-251-01	Bulk Water Fill Stations & Software	4,000.00	2,720.84	3,500.00	2,645.02
2-41-03-510-00	General Goods & Supplies	300.00	0.00	300.00	225.00
2-41-03-540-00	Utilities	22,000.00	26,453.40	23,000.00	28,801.37
<b>*** Water Supply/ClearWater Subtot</b>		<b>36,520.00</b>	<b>36,854.86</b>	<b>36,600.00</b>	<b>39,249.23</b>





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
<b>Regional Waterline</b>					
2-41-04-250-00	Contract Services - Mvl to Legal Line	2,000.00	5,650.00	2,500.00	0.00
2-41-04-251-00	Line Maintenance -Legal to MVL	0.00	0.00	0.00	0.00
2-41-04-270-00	Regional Waterline Mvl to Edmonton	0.00	0.00	30,000.00	0.00
2-41-04-355-00	Water Charges From Morinville	11,000.00	13,923.41	15,500.00	16,251.92
2-41-04-762-00	Transfer to Capital Function	0.00	0.00	0.00	0.00
<b>*** Regional Waterline Subtotal</b>		<b>13,000.00</b>	<b>19,573.41</b>	<b>48,000.00</b>	<b>16,251.92</b>
<b>Booster Pump House(MVL)</b>					
2-41-05-217-00	Radio Licensing	100.00	61.84	100.00	64.56
2-41-05-250-00	Contract Services	2,000.00	0.00	2,000.00	0.00
2-41-05-251-00	Building Maintenance	1,500.00	62.24	1,200.00	24.85
2-41-05-510-00	General Supplies & Services	0.00	0.00	0.00	0.00
2-41-05-540-00	Utilities	4,200.00	3,836.37	4,100.00	5,086.11
<b>*** Booster Pump Subtotal</b>		<b>7,800.00</b>	<b>3,960.45</b>	<b>7,400.00</b>	<b>5,175.52</b>
<b>Sanitary Sewage</b>					
2-42-00-110-00	Salary & Wages	57,135.91	54,659.82	54,156.34	48,395.08
2-42-00-215-00	Freight & Postage	800.00	300.00	500.00	250.00
2-42-00-237-00	Insurance - Flusher Truck	531.00	530.55	570.00	562.23
2-42-00-240-00	Resident contractor charges	0.00	0.00	0.00	0.00
2-42-00-250-00	Contract Services	10,000.00	0.00	10,000.00	0.00
2-42-00-510-00	General Goods and Supplies	2,000.00	1,241.90	2,000.00	0.00
2-42-00-520-18	Flusher Truck - Unit 18	3,500.00	2,494.19	6,000.00	6,003.91
2-42-00-550-00	Diesel, Oil, Gas	3,600.00	2,748.62	3,000.00	2,638.69
2-42-00-621-00	Lagoon & Road Gravel	6,000.00	3,418.37	6,000.00	5,237.63
2-42-00-762-00	Transfers to Capital Functions	0.00	0.00	0.00	0.00
2-42-00-764-00	Transfer to Reserves	8,000.00	36,342.53	12,000.00	0.00
2-42-00-999-00	Principal Payment (ACFA)	0.00	0.00	0.00	0.00
2-42-00-999-01	Interest Payment (ACFA)	0.00	0.00	0.00	0.00
<b>*** Sanitary Subtotal</b>		<b>91,566.91</b>	<b>101,735.98</b>	<b>94,226.34</b>	<b>63,087.54</b>
<b>Garbage Collection</b>					
2-43-00-110-00	Salaries and Wages	0.00	0.00	0.00	0.00
2-43-00-237-00	Insurance - Garbage Truck	960.00	955.87	960.00	966.52





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-43-00-250-00	Contract - Recycle	19,500.00	19,053.00	19,500.00	19,092.00
2-43-00-250-01	Contract - Garbage	36,500.00	38,381.36	38,000.00	39,319.64
2-43-00-510-00	General Goods and Supplies	300.00	0.00	300.00	0.00
2-43-00-520-10	2007 International Garbage Truck Unit 10	800.00	144.50	0.00	79.20
2-43-00-550-00	Diesel, Oil, Gas	800.00	335.20	0.00	237.16
2-43-00-762-00	Transfers to Reserves	0.00	0.00	0.00	0.00
2-43-00-765-00	Rosieridge Waste Regional Landfill Fees	21,000.00	19,628.17	20,500.00	21,759.06
<b>***</b>	<b>Garbage Subtotal</b>	<b>79,860.00</b>	<b>78,498.10</b>	<b>79,260.00</b>	<b>81,453.58</b>
 <b>FCSS</b>					
2-51-00-110-00	Salaries & Wages	40,117.39	40,218.12	37,806.63	39,017.59
2-51-00-152-00	Meetings/Conference/Registration Fees	600.00	400.00	600.00	480.91
2-51-00-207-00	FCSS Community Programs	19,905.00	17,172.56	16,100.00	15,352.35
2-51-00-208-00	FCSS Children/Youth Programs	5,270.00	5,796.89	4,500.00	3,651.77
2-51-00-209-00	FCSS Seniors Programs	1,100.00	1,021.96	1,000.00	882.73
2-51-00-210-00	FCSS Adult Programs	0.00	0.00	0.00	0.00
2-51-00-211-00	Mileage/Hotel/Park/Per Diem	600.00	357.63	600.00	158.00
2-51-00-215-00	Freight & Postage	400.00	128.08	500.00	500.00
2-51-00-220-00	Advertising	2,300.00	2,334.02	2,500.00	2,671.28
2-51-00-221-00	Membership Fees	350.00	692.00	350.00	346.00
2-51-00-510-00	General Goods and Supplies	3,800.00	982.38	3,000.00	2,113.83
2-51-00-770-00	Grant to Non-Government Organizations	0.00	0.00	0.00	0.00
<b>***</b>	<b>FCSS Subtotal</b>	<b>74,442.39</b>	<b>69,103.64</b>	<b>66,956.63</b>	<b>65,174.46</b>
 <b>Health and Safety</b>					
2-56-00-110-00	Salaries & Wages	24,657.77	24,567.71	23,264.56	23,512.89
2-56-00-152-00	Meetings,Conference,Registration Fees	500.00	0.00	500.00	0.00
2-56-00-211-00	Mileage/Hotel/Park/Per Diem	1,000.00	100.00	500.00	0.00
2-56-00-240-00	Training	4,000.00	3,830.83	3,500.00	890.86
2-56-00-250-00	Contract Services - OH&S	0.00	0.00	500.00	0.00
2-56-00-510-00	General Goods and Services	7,500.00	2,730.51	5,500.00	4,542.23
<b>***</b>	<b>Health and Safety Subtotal</b>	<b>37,657.77</b>	<b>31,229.05</b>	<b>33,764.56</b>	<b>28,945.98</b>
 <b>Recreation Programming</b>					
2-71-00-110-00	Salaries and Wages	20,344.13	20,241.42	19,155.18	19,781.99
2-71-00-152-00	Meetings/Conference/Registration Fees	800.00	845.00	800.00	1,332.82
2-71-00-211-00	Mileage/Hotel/Park/Per Diem	1,600.00	807.70	1,600.00	836.68







# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-71-00-215-00	Freight, Postage	600.00	200.00	600.00	350.00
2-71-00-220-00	Advertising	1,700.00	1,043.85	1,700.00	906.72
2-71-00-221-00	Membership Fees	1,500.00	715.00	1,500.00	0.00
2-71-00-230-00	Community Events	750.00	924.98	1,100.00	225.00
2-71-00-231-00	Teens/Children	8,285.00	8,178.00	8,900.00	5,804.54
2-71-00-231-01	L'Association des Parents	0.00	0.00	0.00	0.00
2-71-00-233-00	Adult	7,236.00	2,084.72	8,300.00	3,712.84
2-71-00-510-00	General Supplies	500.00	970.61	500.00	174.55
2-71-00-514-00	Playground supplies	500.00	0.00	0.00	0.00
<b>*** Recreation Subtotal</b>		<b>43,815.13</b>	<b>36,011.28</b>	<b>44,155.18</b>	<b>33,125.14</b>
<b>Parks</b>					
2-72-00-110-00	Salaries & Wages	115,771.50	112,539.63	110,865.27	102,520.37
2-72-00-237-00	Insurance - Bldgs	1,288.00	1,287.40	1,250.00	1,224.51
2-72-00-250-00	Contract Services Parks	6,000.00	6,000.00	3,000.00	0.00
2-72-00-251-00	Fete Buildings - Maintenance	3,000.00	2,703.50	2,500.00	1,456.83
2-72-00-510-00	General Goods & Supplies	3,000.00	532.67	2,000.00	1,835.79
2-72-00-520-09	John Deer Mower Unit 9	2,500.00	772.77	2,200.00	1,174.36
2-72-00-520-12	John Deere Riding Mower Unit 12	2,200.00	993.69	1,700.00	670.59
2-72-00-520-17	Outdoor Lavatory Unit 17	1,000.00	677.98	800.00	264.20
2-72-00-520-26	John Deere Mower 1585	1,500.00	712.37	3,200.00	3,835.58
2-72-00-530-00	Chemicals,Ground Maint. Materials, Etc..	2,000.00	1,703.07	2,000.00	1,501.73
2-72-00-530-01	Skateboard Park	3,000.00	406.92	1,500.00	56.16
2-72-00-530-02	R.V. Park	7,000.00	1,506.65	4,000.00	1,860.32
2-72-00-530-03	N.W. Park (Grasshopper Hill)	4,000.00	987.63	1,000.00	1,000.00
2-72-00-530-04	Day Use Park	2,500.00	1,114.33	2,200.00	2,026.33
2-72-00-530-05	Walking Bridge & Fencing	4,000.00	2,755.35	1,000.00	0.00
2-72-00-530-06	K.C. PARK	1,500.00	0.00	1,500.00	1,877.62
2-72-00-530-07	Water Fountain	0.00	0.00	1,200.00	1,023.50
2-72-00-530-08	Trees & Accent Corners	1,500.00	886.51	1,500.00	1,500.00
2-72-00-530-09	Entrance Signs	1,500.00	500.00	500.00	0.00
2-72-00-530-10	Ball Diamonds	15,000.00	121.50	18,000.00	16,432.53
2-72-00-530-11	Soccer Fields	300.00	2,015.25	600.00	651.67
2-72-00-530-12	Walking Trail Maintenance	1,500.00	107.61	1,500.00	1,940.81
2-72-00-530-13	Communities in Bloom/Beautification	4,000.00	3,444.18	4,000.00	4,544.78
2-72-00-540-00	Utilities - R.V. Park Lighting	6,000.00	7,149.52	6,500.00	9,057.55
2-72-00-550-00	Diesel, Oil & Gas	5,500.00	3,911.52	4,200.00	3,800.01
2-72-00-762-00	Transfer to Capital Function	37,000.00	451,146.81	0.00	0.00
2-72-00-764-00	Transfers to Reserves	0.00	0.00	0.00	0.00





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
2-72-00-764-01	Transfer to Parks/Rec County Recrea Res	100,000.00	113,151.29	180,000.00	58,000.00
2-72-00-990-00	R.V. Park (DO NOT USE)	0.00	(100.00)	0.00	0.00
<b>*** Parks Subtotal</b>		<b>332,559.50</b>	<b>717,028.15</b>	<b>358,715.27</b>	<b>218,255.24</b>
<b>Community Facility</b>					
2-72-01-764-00	Transfer to Reserves	30,000.00	30,000.00	10,000.00	0.00
<b>*** Community Facility Subtotal</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>10,000.00</b>	<b>0.00</b>
<b>Arena</b>					
2-72-02-110-00	Salaries & Wages	132,575.07	127,652.84	126,830.98	115,107.85
2-72-02-110-01	Salary and Wages - COVID	0.00	0.00	0.00	0.00
2-72-02-215-00	Freight,Postage	0.00	0.00	0.00	0.00
2-72-02-237-00	Insurance - Building/Vehicle/Boiler	28,323.00	28,322.80	27,000.00	26,939.22
2-72-02-250-00	Contract Services - Arena	4,000.00	6,718.58	500.00	0.00
2-72-02-251-00	Building Repairs & Maintenance	8,500.00	6,203.15	600.00	595.30
2-72-02-252-00	Plant Maintenance	7,000.00	4,127.84	500.00	441.47
2-72-02-253-00	Parking Lot Landscaping	0.00	0.00	0.00	0.00
2-72-02-510-00	General Goods & Supplies	4,000.00	3,899.87	3,000.00	3,258.62
2-72-02-520-11	Zamboni Unit 11	2,000.00	2,485.35	600.00	387.13
2-72-02-521-00	Netting	0.00	0.00	0.00	0.00
2-72-02-540-00	Utilities	60,000.00	58,916.78	200,000.00	43,685.14
2-72-02-550-00	Diesel, Oil, Gas	1,000.00	182.72	200.00	79.08
2-72-02-591-00	Security Alarm System-Monthly Fee	600.00	600.00	500.00	666.00
2-72-02-762-00	Transfer to Capital Functions	784,000.00	8,956.19	6,448,884.00	4,245,030.78
2-72-02-764-00	Transfer To Reserves	21,850.00	33,235.13	141,000.00	0.00
2-72-02-764-01	Transfer to Recreation Capital Reserve	0.00	0.00	0.00	50,000.00
2-72-02-830-00	Debenture Payment	0.00	0.00	0.00	0.00
<b>*** Arena Subtotal</b>		<b>1,053,848.07</b>	<b>281,301.25</b>	<b>6,949,614.98</b>	<b>4,486,190.59</b>
<b>Curling Rink</b>					
2-72-03-250-00	Contract Services	2,500.00	0.00	1,000.00	0.00
2-72-03-251-00	Building Repairs & Maintenance	3,000.00	1,833.32	1,000.00	979.43
2-72-03-510-00	General Goods & Supplies	800.00	522.73	500.00	234.99
2-72-03-762-00	Transfer to Capital Functions	0.00	0.00	0.00	59,565.00
<b>*** Curling Rink Subtotal</b>		<b>6,300.00</b>	<b>2,356.05</b>	<b>2,500.00</b>	<b>60,779.42</b>





# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
<b>Citadel Centre</b>					
2-72-05-110-00	Salaries and Wages	2,548.50	2,633.55	2,548.50	2,222.49
2-72-05-237-00	Insurance - Building	1,305.00	1,304.56	1,400.00	1,241.97
2-72-05-250-00	Contract Services - Janitorial	0.00	0.00	0.00	218.40
2-72-05-251-00	Building Maintenance	7,000.00	1,537.84	2,250.00	611.89
2-72-05-253-00	Landscaping	1,000.00	0.00	0.00	0.00
2-72-05-510-00	General Goods & Supplies	800.00	702.71	800.00	355.70
2-72-05-540-00	Utilities	5,500.00	4,718.95	5,000.00	6,324.16
2-72-05-762-00	Transfer to Capital	0.00	0.00	0.00	0.00
2-72-05-764-00	Transfer to Reserves	4,000.00	4,000.00	0.00	0.00
<b>*** Citadel Subtotal</b>		<b>22,153.50</b>	<b>14,897.61</b>	<b>11,998.50</b>	<b>10,974.61</b>
<b>Fete Au Village</b>					
2-72-06-770-00	Fete Au Village Grant	2,000.00	2,000.00	2,500.00	2,500.00
2-72-06-772-00	Gazebo Maintenance	1,000.00	19.00	1,000.00	159.45
<b>*** Fete Au Village Subtotal</b>		<b>3,000.00</b>	<b>2,019.00</b>	<b>3,500.00</b>	<b>2,659.45</b>
<b>Outdoor Rink</b>					
2-72-07-110-00	General goods & supplies	1,500.00	272.39	9,000.00	6,651.83
2-72-07-762-00	Transfer to Capital	0.00	0.00	0.00	155.11
<b>*** Outdoor Rink Subtotal</b>		<b>1,500.00</b>	<b>272.39</b>	<b>9,000.00</b>	<b>6,806.94</b>

8.2



# TOWN OF LEGAL

## Revenue & Expenditure

General Ledger	Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual
<b>L'ACFA</b>					
2-74-00-212-00	L'ACFA / Community Centre Cost-sharing	24,761.00	24,761.00	25,755.00	25,751.44
<b>***</b>	<b>L'ACFA Subtotal</b>	<b>24,761.00</b>	<b>24,761.00</b>	<b>25,755.00</b>	<b>25,751.44</b>
<b>****</b>	<b>Total Operating Expenses</b>	<b>4,567,224.85</b>	<b>4,165,682.92</b>	<b>10,574,428.20</b>	<b>7,467,518.68</b>
<b>Requisitions</b>					
2-81-00-741-00	School Foundation Requisition	244,662.70	244,662.70	247,945.45	247,945.45
2-81-00-742-00	Greater StAB Catholic School Requisition	100,630.61	100,630.61	101,321.23	101,321.23
2-81-00-749-00	Designated Industrial Property (DIP)	130.32	0.00	135.83	0.00
2-81-00-750-00	Seniors Foundation Requisition	11,893.83	11,893.83	11,723.93	11,723.93
<b>***</b>	<b>Requisitions Subtotal</b>	<b>357,317.46</b>	<b>357,187.14</b>	<b>361,126.44</b>	<b>360,990.61</b>
<b>****</b>	<b>Total Requisitions Expenses</b>	<b>357,317.46</b>	<b>357,187.14</b>	<b>361,126.44</b>	<b>360,990.61</b>
<b>*****</b>	<b>Total Expenses</b>	<b>4,924,542.31</b>	<b>4,522,870.06</b>	<b>10,935,554.64</b>	<b>7,828,509.29</b>
<b>*****</b>	<b>SURPLUS/DEFICIT</b>	<b>492,060.16</b>	<b>398,508.78</b>	<b>546,578.01</b>	<b>279,074.04</b>

\*\*\* End of Report \*\*\*



# 8.2

## Community Services – February, 2025

Welcome to Legal Bags: 0

### Upcoming Meetings/Training:

Regional Youth Positive Ticketing meeting – Morinville RCMP – March 5<sup>th</sup>

ICS Planning P Course – Feb 28<sup>th</sup>

ECSS Training – April 7<sup>th</sup>

### Upcoming FCSS Programming:

Silly Sprouts Play (Families First Society) – Jan 16 – Mar 30<sup>th</sup>

Coffee With a Cop – February 24<sup>th</sup>

Seniors Silver Linings Workshops – March 5<sup>th</sup> CRA, April 9<sup>th</sup> Estate Planning & Wills

Home Alone for Kids – March 21<sup>st</sup>

Redcross Babysitter Training – March 27<sup>th</sup>

Sturgeon Adult Learning – New programming coming soon!

### Past Events:

Seniors Silver Linings Workshop – the first of 3 workshops were held in Legal in partnership with the Club 60 Roses and Sturgeon County. This first workshop on February 5<sup>th</sup> featured a professional that taught the group about “Downsizing and Organizing”. 18 seniors were in attendance!

Youth Ski Trip – We had a break in weather one day last week, which allowed us to be able to hold our very successful, annual, youth ski trip to Tawatinaw Valley Ski Club! 30 kids attended that trip along with 4 volunteers.

### Current/Upcoming Events:

Family Day Event – February 17<sup>th</sup>

Easter Egg Hunt – April 18<sup>th</sup>

# 8.3

Council Report February 18, 2025

Operation Supervisor February

Public Works started removing Christmas lights in Centennial Park, RV park, and the West and East entrances signs. Public Works removed Christmas lights on 50<sup>th</sup> Avenue (highway 651) and put community banners back up.

Public Works checks the ice plant daily for the curling season.

Maintenance on equipment- Public Works brought in the S73 Bobcat for some warranty work done to the machine. Also went through the grader looking for leaks, ect.

Repairs on flusher truck tank end head (lid). Clean and remove rotten material on the inside of head. Install a new piece of plate. Buffed and coated welding seems and the inside of the lid with rubber coating. Fad new safety arm for the end head (lid).

Public Works took some advantage of the warm weather to get some fencing repairs done at the lagoon cells.

Snow removal- Public Works are maintaining the roads in the winter season snow removal and icy conditions, sanding street, hauling snow of boulevards, parking lots.

Public Works are maintaining the walking trails throughout the month keeping the snow and ice off the trails and bridges.

Public Works is doing maintenance on the outdoor rinks and the luge, cleaning snow off the ODRs and flooding.



# 8.4 - Mayor Tremblay



## External Meeting Report

<i>TO BE COMPLETED BY COUNCIL MEMBER</i>	
<b>NAME:</b> Carol Tremblay	<b>BOARD/COMMITTEE NAME:</b>
<b>MEETING DATE:</b> February 13, 2025	Roseridge

### EMERGING ISSUES:

### SUMMARY OF DISCUSSION:

#### Admin Report

- Strategic Initiatives ERP update. PPP: Circular Materials provided a confidential agreement numbers not able to be shared at this time. HSP Product Care: \$24-30/drum (contract signed), Batteries/Call 2 Recycle: \$0.95/kg (contract signed).
- Curbside Collection. An NDF has been drafted with GFL. This will be shared with municipalities to be discussed in camera. 3 Muni's have debated the motion 3 of 5 have approved (Legal, Redwater & BonAccod). Phase I with completed by Transitional Solutions - Roseridge is seeking any input from muni's on the presentation they received. Phase II to be discussed, feedback will assist their discussions.
- Website has been update3d with new menu, images, and branding, please take the time to review the new website and provide your feedback
- Roseridge requested the board to authorize the preparation of preliminary drawings for a transfer station with an expanded scope, to include space that meets the facility and equipment requirements of RFP 2025-01 Establish and Operate Receiving Facilities. The intent would be to expand transfer station to accept all curb side waste from all munis (all 3 streams of waste). Motion: PASSED

### ENCLOSURES:

**Signature:** \_\_\_\_\_

**Date:** Feb 18, 2025 \_\_\_\_\_

Completed reports are to be submitted to [main@legal.ca](mailto:main@legal.ca) by noon the Thursday prior to a Council Meeting.

# 9.1



## AEMA Annual Visit / Review

**Year:** 2024-2025

### Community:

Sturgeon Regional Emergency Management Partnership (SREMP). Consisting of the following Municipalities:

Gibbons

Legal

Morinville

Bon Accord

Redwater

Sturgeon County

### Date of Review and Meeting Format:

December 9, 2024

In-Person Meeting

### Emergency Management Officials present at meeting:

Chad Moore – DEM, Sturgeon County

Matt Roblin – DDEM, Sturgeon County

Caitlin Rabien – EMC, Regional Coordinator

Mike Gagne – DDEM, Legal

### General Comments:

No major changes with the program. Routine plan maintenance for contacts and updates to ESS draft plan.

### Field Officer: Name(s) and signature(s)

*Troy Carriere & John Swist*

AEMA Emergency Management Field Officer, North Central Region

☎ Cell 780-984-1507/ 780-289-3874

🌐 Web page: <http://www.aema.alberta.ca>



## BYLAW / ORDER requirements

1. LEMR Section 2(1)	Appoints an Emergency Advisory Committee.	Yes
2. LEMR Section 2(2)(a)	Sets out the purposes of the Committee both during an emergency or disaster and when those events are not occurring.	Yes
3. LEMR Section 2(2)(b)	Establishes that the Committee provides guidance and direction to the local authority's Emergency Management Agency.	Yes
4. LEMR Section 2(2)(c)	Establishes the procedures that must be followed when declaring a state of local emergency.	Yes
5. LEMR Section 2(2)(d)	Identifies the Committee's membership and Chair by title or position.	Yes
6. LEMR Section 2(2)(e)	Sets out a minimum meeting frequency for the Committee, of at least once per year.	Yes
7. LEMR Section 2(2)(f)	Outlines Committee quorum and procedural requirements for decision making unless these requirements are set out in another bylaw.	Yes
8. LEMR Section 3(1)	Establishes the local authority's Emergency Management Agency.	Yes
9. LEMR Section 3(2)(a)	Sets out the responsibilities of the EM Agency.	Yes
10. LEMR Section 3(2)(b)	Appoints a person as the director of emergency management, or states that a person who holds a specified title or position is appointed as the director of emergency management by virtue of holding that title or position.	Yes
11. LEMR Section 3(2)(c)	States that the agency is responsible for the administration of the local authority's emergency management program.	Yes
12. LEMR Section 3(2)(d)	Identifies the frequency at which the Agency must report to the Emergency Advisory Committee: <ul style="list-style-type: none"> <li>- must be once per year</li> <li>- must include an update on the Agency's review of the local authority's emergency plan and activities.</li> </ul>	Yes
13. LEMR Section 3(2)(e)	States that a command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency will be used by the local authority's emergency management agency.	Yes
14. LEMR Section 3(2)(f)	If the Agency is acting as the agent of more than one local authority, indicates which local authorities the Agency is acting for.	Yes
Acting as Agent for the following local authorities:		
15. LEMR Section 7(1), 14(b)	If the local authority has delegated some or all of its powers or duties under the Act to a Regional Services Commission, states which powers or duties are delegated, and whether the local authority will maintain an independent emergency management agency.	N/A N/A

16. LEMR Section 7(2), 14(c)	If the local authority is to be represented by a Joint Committee, sets out which powers or duties are delegated to the Joint Committee.	Yes
17. LEMR Section 7(3)(a), 14(d)	If a summer village has delegated some or all of its powers or duties under the Act to another local authority, states which powers or duties have been delegated.	N/A
18. LEMR Section 7(3)(b)	If a summer village has delegated some or all of its powers or duties under the Act to another local authority, the other local authority must establish in a by law that it has accepted the powers and duties that have been delegated to it.	N/A
19. LEMR Section 2(3), 3(4)	Emergency Management Bylaw (# and date) #1451 / Proclaimed 2019	
Date of last Emergency Advisory Committee meeting: <b>26 August 2024</b>		
Date of last Emergency Management Agency meeting: <b>7 October 2024</b>		

**Bylaw / Order Comments**

**EMERGENCY PLAN requirements:**

20. LEMR Section 4(a)	Includes a description of the administration of the local authority's emergency management program.	Yes
21. LEMR Section 4(b)	Includes the procedures for implementing the emergency plan during an emergency or exercise response.	Yes
22. LEMR Section 4(c)	Includes the local authority's plan for preparedness, response and recovery activities.	Yes
23. LEMR Section 4(d)	Includes a hazard and risk assessment.	Yes
24. LEMR Section 4(e)	Includes the emergency management program exercises that the local authority will engage in.	Yes
25. LEMR Section 4(f)	Includes a plan for regular review and maintenance of the local authority's emergency plan.	Yes
26. LEMR Section 4(g)	Includes the Agency's plan for the review and maintenance of the local authority's emergency plan after an exercise, emergency or disaster.	Yes
27. LEMR Section 4(h)	Includes how the command, control and coordination system prescribed by Section 3(3) will be used by the local authority's emergency management agency.	Yes
28. LEMR Section 4(i)	Includes the assignment of responsibilities to employees and elected officials, by position, when the local authority's emergency plan is activated.	Yes

29. LEMR Section 4(j)	Includes a training plan for staff assigned with responsibilities under the emergency plan.	Yes
30. LEMR Section 4(k)	Includes the mechanisms that will be used to prepare and maintain an emergency management staff contact list for employees and elected officials who have been assigned responsibilities respecting the implementation of the local authority's emergency plan.	Yes
31. LEMR Section 4(l)	Includes the local authority's plan for communications, public alerts and notifications during exercises, emergencies and disasters.	Yes
32. LEMR Section 4(m)	Includes the local authority's plan for providing emergency social services during an emergency or disaster.	Yes
33. LEMR Section 5(1)	The Emergency Management Agency must review the emergency plan that applies to that local authority at least once per year.	Yes
34. LEMR Section 5(2)	The Emergency Management Agency must make the emergency plan that applies to that local authority available to the Alberta Emergency Management Agency for review and comment annually.	Yes
35. LEMR Section 5(3)	In the case of a summer village that has delegated the summer village's duties relating to the maintenance of an emergency plan to another local authority, that other local authority's emergency management agency is responsible for complying with subsections (1) and (2).	N/A
<b>Date of current risk assessment: 3 November 2023</b>		

### Emergency Plan Comments

Regional Emergency Management Plan in maintenance phase.  
ESS draft plan complete

### EXERCISES

36. LEMR Section 6(1)(2)(4)(5)(6)	<p>Which type of exercise did the Emergency Management Agency participate in this year?</p> <p>(1) Unless an exercise under subsection (2) is carried out that year, the emergency management agency must engage in at least 1 table top exercise per year.</p> <p>(2) The emergency management agency must engage in at least 1 functional exercise every 4 years.</p> <p>The emergency management agency has met the requirements of subsection (1) and (2) by participation in a regional emergency exercise that required the utilization of relevant portions of the local authority's emergency plan.</p>	Functional Exercise 30 April 2024 & 1 May 2024
<b>Exercise Notification</b>	The Emergency Management Agency must submit an exercise notification to the Alberta Emergency Management Agency 90 days prior the commencement of the exercise referred to in Section 6(2). The exercise notification must outline the	<b>Notification provided</b>

	exercise scenario, state the exercise objectives, identify the participants and state the date the exercise will be conducted.	
<b>Exercise Details</b>		
Wildfire resulting in IMT activation and an ESS activation with an evacuation.		
37. LEMR Section 6(3)	Response to an emergency or disaster that required the activation of the emergency plan.	Yes
38. LEMR Section 6(3)	Response included a Post-Incident Assessment.	
<b>Response Details</b> On the evening of July 31, 2024, Sturgeon County and surrounding communities experienced a significant extreme weather event characterized by severe thunderstorms including, power outages, property damage, and community infrastructure loss.		
<b>Next Functional Exercise Due:</b> 2027		

### Exercise Comments

LEMUR Sections 6(5)(6) requires Notification to AEMA 90 days prior to a functional exercise, along with the following information: Date, Scenario, Objectives, List of Participants. Functional Exercise was completed April 30 & May 1. Another functional exercise planned for Spring 2025.

### TRAINING

39. LEMR Section 8(1), 8(2)(a), 9(1-3)	Elected Officials, Councillors of an ID, Special Areas Board Members to complete the following courses within 90 days of taking oath or being appointed.	
	MEO	Yes

### Comments

40. LEMR Section 10(1)(2), 12, 13	The Director of the Emergency Management Agency must complete the following courses within 18 months of appointment.	
	Basic Emergency Management	Yes
	ICS 100	Yes
	ICS 200	Yes
	ICS 300	Yes
	DEM Course	Yes

9.1

## Comments

41. LEMR 11(1)(2)	Each employee with assigned EM responsibilities must complete the following courses within 6 months of assignment.	
	Basic Emergency Management	No
	ICS 100	Yes

## Comments

BEM 96% compliant

## BEST PRACTICES

### Best Practices Recommendations

Evacuation Plan, Shelter-in-Place Plan, Re-Entry Plan, ESS Plan, Documentation Plan, Post Event Procedures / Guidelines, Pets / Companion Animal Plan, Livestock Plan, Purchasing Process, Agreements / Contract with Major Suppliers for emergency supplies, Pre-determined Delegation of Authority (Comprehensive/Fiscal), Primary Location of ICP, Secondary Location of ICP in Redwater.

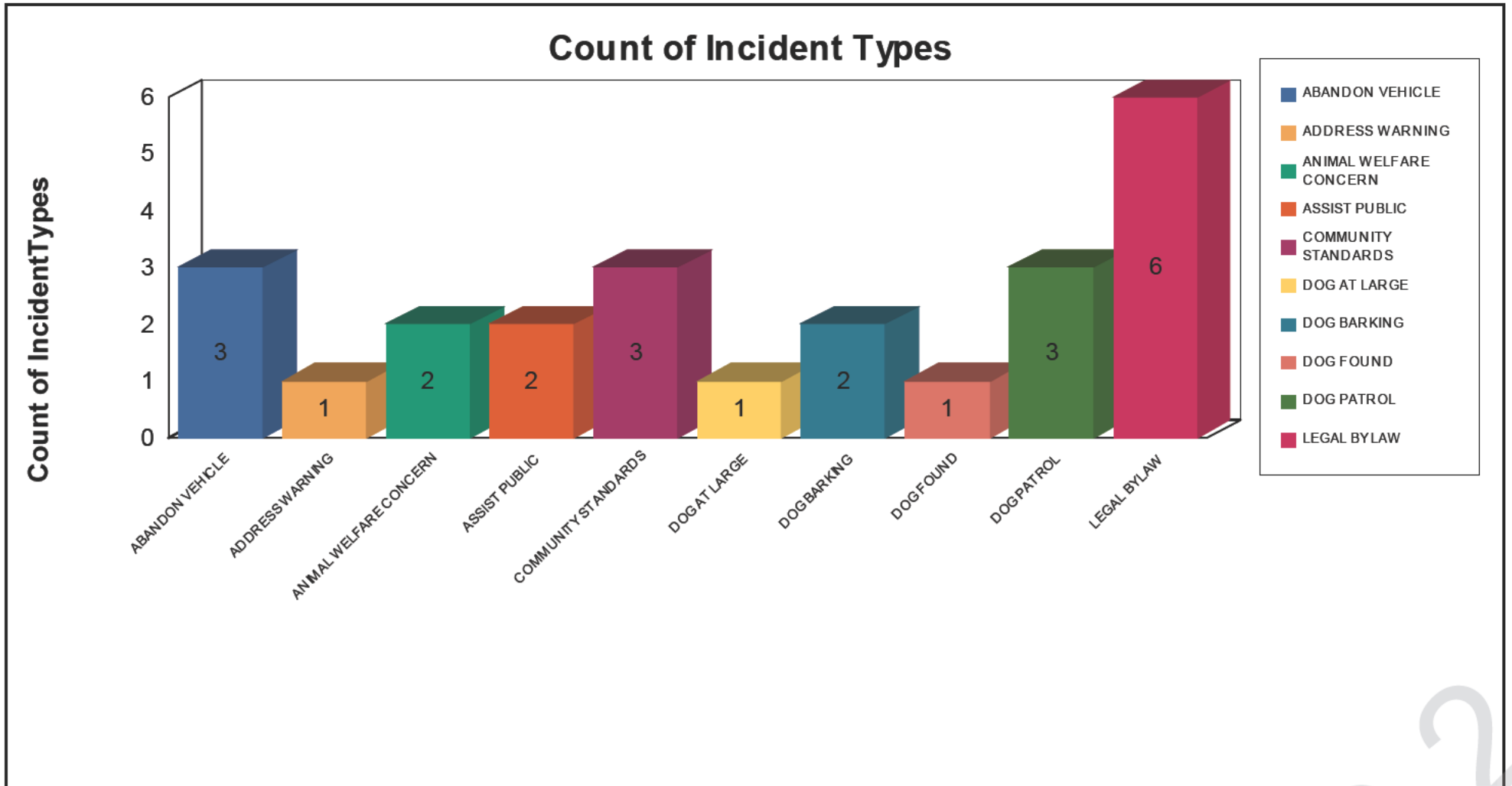
## Best Practices Comments

MOUs current.

Statistics from Occurred Date: 1/1/2025 12:00:00AM to 1/31/2025 11:59:00PM

Incident Report

STURGEON COUNTY ENFORCEMENT -



ABANDON VEHICLE: 3 6%

Incident Report

STURGEON COUNTY ENFORCEMENT -

ADDRESS WARNING: 1 2%

ANIMAL WELFARE CONCERN: 2 4%

ASSIST PUBLIC: 2 4%

COMMUNITY STANDARDS: 3 6%

DOG AT LARGE: 1 2%

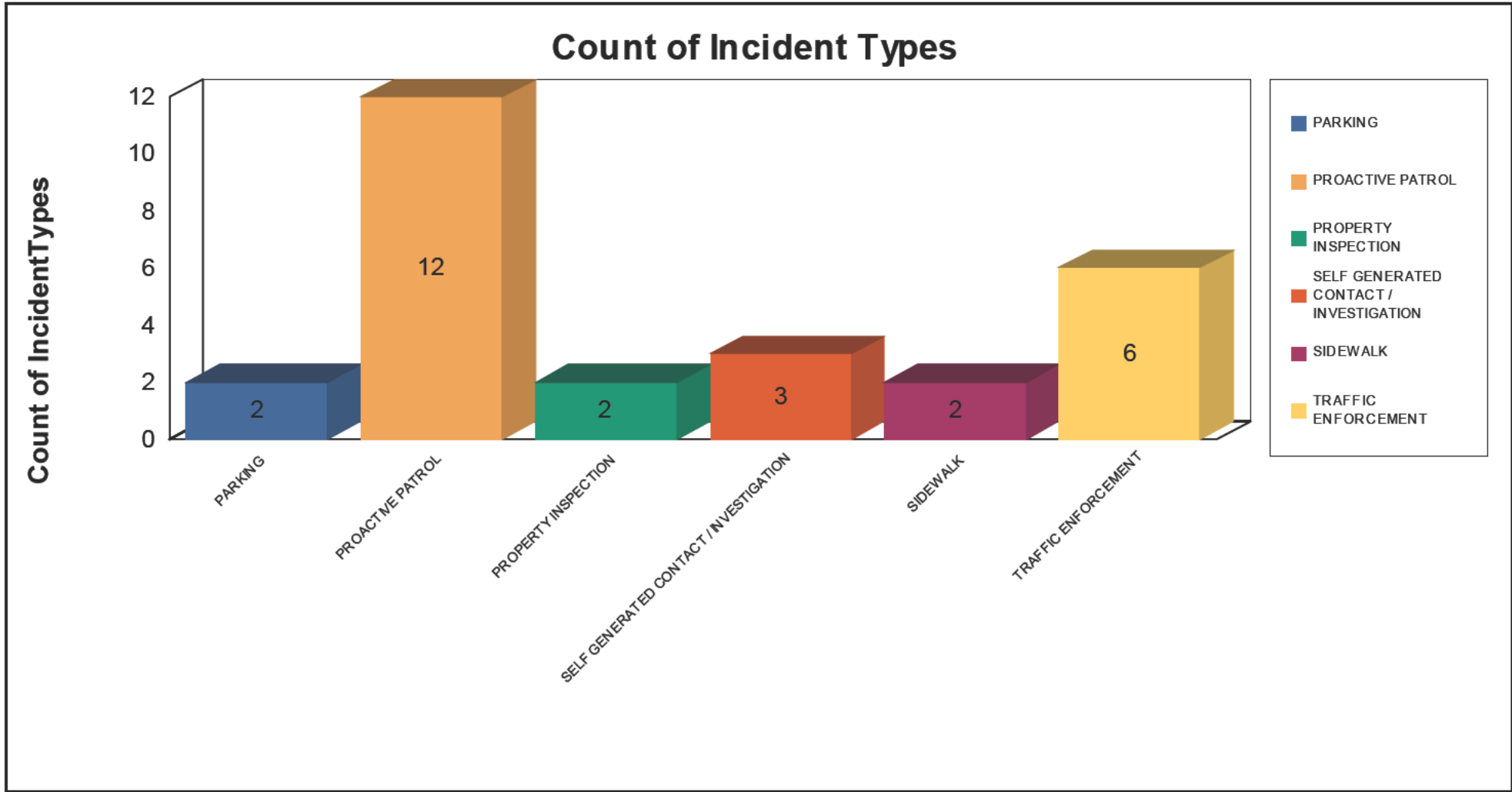
DOG BARKING: 2 4%

DOG FOUND: 1 2%

DOG PATROL: 3 6%

LEGAL BYLAW: 6 12%

92



**PARKING: 2 4%**

**PROACTIVE PATROL: 12 24%**

**PROPERTY INSPECTION: 2 4%**

**SELF GENERATED CONTACT / INVESTIGATION: 3 6%**



**Incident Report**

**STURGEON COUNTY ENFORCEMENT -**

**SIDEWALK: 2 4%**

**TRAFFIC ENFORCEMENT: 6 12%**

**Grand Total: 100.00% Total # of Incident Types Reported: 51**

92

9.3

RECEIVED  
2/10/25

*Date February 7, 2025*

Mayor and Council  
Town of Legal  
Box 390  
Legal, AB  
T0G 1L0

Re: Resignation from Town of Legal Library Board

Dear Mayor and Council,

I am writing to inform you that as of April 4, 2025, the end of my current term as a volunteer member of the Town of Legal Library Board, I will be resigning my position on the Board.

I would like to thank you for the opportunity to be a part of this initiative, and will continue to volunteer with the Library at this time.

Sincerely,



Lois Herrick

9.3

# 9.4



## LEGACY PROJECT

Dear Town of Legal,

Thank you for including the Fete au Village committee's input in the Legacy Project. We met as a committee and have some suggestions to the rough proposal of the project. They are as mentioned below:

- Could there be a breezeway to keep the flow of people from one area to another? It was suggested that at the Concession side and where the Storage units would be that there could possibly be a covered breezeway. This would benefit the flow of people as well as a standing coverage area from rain.
- There was some discussion around the position and number of bathrooms. We felt there are too many for the footprint of the building. The space for the "beer garden" "Concession" "Pancake house" would benefit from more space.
- There is concern that the structure isn't big enough. We would like to be forward thinking to make sure this would meet the towns needs for the next 50 years.
- Build a basic structure then possibly build a large covered but open area to protect people from the elements. (pergola). This could be built on both the north and south side (ball diamond / gazebo) Would there be overhangs at the serving windows of the concession/pancake house?
- Stocked kitchen with enough power and natural gas to facilitate the preparation of food for larger events. The drawing shows 2 kitchen facilities back-to-back- could it be made as one big space with a folding wall?
- Who/What is all the storage for? There is a lot of square footage being used for storage. As a Legacy Project the Fete Au Village would like to see the building being utilized year-round by the community for events, private functions or potential for growth of the library

We would like the opportunity to meet with you, Robert, to further discuss what the Towns needs are with the project and what the vision was with the initial proposed drawing.

We would also be able to provide financial support for the project. During our discussion the idea was that we can donate extra monies available to us after we have the expenses covered to run our annual event. We would be better able to estimate the actual donated amount when we would be required to do so.

We look forward to this project

On Behalf of the Fete Au Village Legacy Project Committee  
Gizelle Schryver

9.4

## TOWN OF LEGAL

### Report to Council

- Request for Decision
- Request for Direction
- For Council Information

Meeting:	<b>Regular Council</b>
Meeting Date:	February 18, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Ecole Citadelle Francophone Flag Raising Request
Agenda Item No:	10.2

#### **BACKGROUND / PROPOSAL:**

Since 2009, the ACFA family has been coordinating the Franco-Albertan flag raising ceremonies throughout the province at the opening of the Rendez-vous de la Francophonie, on the first Friday of March each year. Under this year's theme "Launch into Discovery", this annual ceremony celebrates the past and current contributions of a vibrant and dynamic Francophone society, rooted throughout Alberta.

Francophone and French immersion schools are invited to participate in this province-wide event, so that students can share their passion of their French heritage.

As a part of this annual tradition, Ecole Citadelle is requesting the Franco-Albertan flag be raised on the Community Flagpole at the Town of Legal Office for the month of March (beginning on March 3<sup>rd</sup> to March 31<sup>st</sup>), and that a member of Town Council speak on behalf of the Town during the flag raising ceremony beginning at 11:00 A.M. at the Town Office on March 3, 2025.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Since 2015, when the Flag Display Policy became effective, Ecole Citadelle has requested the Franco-Albertan flag to be flown on the Community Flagpole in 2016, 2017, 2019, 2020, 2023 and 2024.

#### **COSTS / SOURCE OF FUNDING (if applicable):**

Not applicable.

10.2

**RECOMMENDED ACTION (by originator):**

It is recommended that the Town of Legal permit the Franco-Alberta flag to be raised and displayed on the Town of Legal Community Flagpole beginning March 3, 2025 to March 31, 2025 to recognize and support Francophones in Alberta and that a member of Council attend to speak at the ceremony on March 3, 2025.

**Initials show support – Reviewed by:**

CAO: Original Signed *RP*



**ÉCOLE CITADELLE**  
5109 46<sup>e</sup> Rue, Legal, Alberta T0G 1L0

Téléphone : 780 961-3557  
Télécopieur : 780 961-3405  
Courriel: cd@centrenord.ab.ca

January 29, 2025

Dear Town Council,

We are nearing upon le mois de la Francophonie, which takes place throughout the entire month of March. Legal has a long and rich history of Francophone culture, something we at École Citadelle are very proud of.

On March 3rd, we would like to have the Franco-Albertan flag officially raised at the Town office and have it flown proudly for the month of March.

We are requesting the flag raising and would be honored to have a member of Town Council speak on behalf of the Town during our ceremony which will take place March 3rd at 11 am outside the Town office.

If you have any questions, please do not hesitate to contact me.  
Thank you for your continued support.

Sincerely,

Valérie Bélanger  
Directrice, École Citadelle.

10.2

le 29 janvier, 2025

Chers membres du conseil municipal de la ville de Legal,

En Alberta, le mois de mars est déclaré le mois de la Francophonie. Nous sommes très fiers de notre langue et de notre culture Francophone ici à l'école Citadelle.

Le 3 mars, nous aimerions lever le drapeau Franco-Albertain et le faire flotter avec fierté tout au long du mois de mars.

Nous sollicitons votre autorisation pour hisser le drapeau franco-albertain et serions honorés de recevoir la visite d'un membre du conseil municipal pour prononcer un petit discours lors de notre cérémonie officielle, qui se déroulera à 11h00 le 3 mars, à l'extérieur de l'hôtel de ville.

Si vous avez des questions, n'hésitez pas à me contacter.

Nous apprécions votre appui continu.

Sincèrement,

Valérie Bélanger

Directrice, École Citadelle

10.2

## Flag Display

---

### Intent

This policy establishes etiquette for flags flown at Town of Legal properties and facilities, including when flags will be half-masted.

### Definitions

The following definitions and interpretations apply to this policy:

“ADMINISTRATION” means the Chief Administrative Officer of the Town of Legal or their delegate(s).

“TOWN” means the Town of Legal.

“MAYOR” means the Chief Elected Official of the Town of Legal.

### Policy

The flags flown at Town of Legal facilities are to be treated with respect and dignity. Proper flag etiquette is required to ensure that the presentation and cultural significance of the flags are honoured.

The flying of flags at half-mast is a strong visual statement that speaks to the sense of loss shared by all citizens, and so must be implemented only in circumstances that have exceptional importance to the Town of Legal. The Town of Legal will lower flags to half-mast to commemorate solemn occasions in accordance with this Policy.

Flag poles at Town of Legal properties and facilities will be used only in accordance with this Policy.

### Responsibilities

The Mayor shall:

- Direct that flags at Town of Legal properties and facilities be half-masted in circumstances deemed appropriate by the Mayor and when not otherwise required by this Policy.

Administration shall:

- Bring to the Mayor’s awareness circumstances under which consideration should be given to half-masting flags at Town of Legal properties and facilities.
- Half-mast flags in accordance with this Policy and communicate to the public the purpose for half-masting flags.



## Standards

Town of Legal flag poles will be used only to fly the flags of Canada, Alberta, and Town of Legal. Under certain circumstances, Mayor and Council may approve other flags to be displayed on the pole bearing the Town Flag only. Under no circumstances shall the Canada and Alberta flag display any other flag(s).

Flags at Town of Legal properties and facilities will be raised, lowered, flown, maintained, and disposed of in accordance with Canadian Heritage's Guidelines on Flag Etiquette in Canada and Rules for Flying the Flag.

The Town of Legal will lower flags to half-mast on all Town of Legal properties and facilities:

- a. from the time of notification of death until sunset the day of the funeral or memorial service for:
  - i. the Sovereign;
  - ii. a member of the immediate Royal Family;
  - iii. a current or former Governor General of Canada;
  - iv. a current or former Prime Minister of Canada;
  - v. a current or former Lieutenant Governor of Alberta;
  - vi. a current or former Premier of Alberta;
  - vii. a current or former Member of Parliament representing the Town of Legal;
  - viii. a current or former Member of the Legislative Assembly of Alberta representing the Town of Legal; or
  - ix. a current or former member of the Town of Legal Council.
- b. From sunrise to sunset on special days prescribed by the Government of Alberta.
- c. Remembrance Day, November 11<sup>th</sup>.
- d. National Day of Truth and Reconciliation, September 30<sup>th</sup>.
- e. To commemorate the death of a current member of the Canadian Forces who was killed in the line of duty whose residence was in the Town of Legal.
- f. To commemorate the death of a District of Legal firefighter.

In addition, the Mayor may direct for flags to be half-masted at any or all Town of Legal properties and facilities, for such time and under such circumstances as the Mayor directs.

### Cross Reference

Canadian Heritage Online Guidelines: Flag Etiquette in Canada  
Canadian Heritage Online Guidelines: Rules for Flying the Flag  
Government of Alberta Flag Etiquette Guidelines

## TOWN OF LEGAL

### Report to Council

- Request for Decision  
 Request for Direction  
 For Council Information

Meeting:	<b>Regular Council</b>
Meeting Date:	February 18, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Appointment to the Legal Library Board Request
Agenda Item No:	10.3

#### **BACKGROUND / PROPOSAL:**

The Town of Legal passed the Town of Legal Library Board Bylaw #13-2021 on July 5, 2021.

As of February 11, 2025, the following individuals have been appointed as volunteer members of the Town of Legal Library Board (Board):

<b>NAME</b>	<b>TERM LENGTH</b>	<b>TERM DATES</b>
Jenny Baril	3 years	Sep. 18, 2023 to Sep. 18, 2026
Nicolas Brown	3 years	Nov. 4, 2024 to Nov. 4, 2027
Melanie Thibault	3 years	Feb. 22, 2022 to Feb. 22, 2025
Lois Herrick	3 years	Apr. 4, 2022 to Apr. 4, 2025
Genevieve Warren	3 years	Apr. 19, 2022 to Apr. 19, 2025
Lea Hughes	3 years	Jul. 15, 2024 to Jul. 15, 2027
Faith Melnychuk	2 years	Oct. 7, 2024 to Oct. 7, 2026
Council representative: Pat Hills		

In accordance with the Town of Legal Library Board Bylaw #13-2021, the Board shall consist of a minimum of five and a maximum of eight members appointed by resolution of the Council, with one being a member of Town Council.

As the expiration of the three-year term for Melanie Thibault is on February 22, 2025, Melanie has submitted a request letter to be reappointed to the Town of Legal Library

10.3

Board for a 1 year term. If approved, this will be Melanie's second term on the Town of Legal Library Board.

Library Board Bylaw #13-2021 and the request letter from Melanie Thibault are attached for your reference.

**DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

The appointment of library board members falls in alignment with the Strategic Plan:

Strong Partnerships and Advocacy

*Strategic Priority: Increase collaboration with local organizations to help support and promote economic growth and to ensure residents have a diverse range of available programming.*

**INITIATIVE:**

Engage with community partners to leverage funds and provide recreational opportunities for residents

**OUTCOME:**

Success will be measured by increased recreational, social or cultural activities and programs, and observing increased volunteer participation and community spirit

**COSTS / SOURCE OF FUNDING (if applicable):**

None at this time.

**RECOMMENDED ACTION (by originator):**

It is recommended that Council appoint Melanie Thibault for a one-year (1) term commencing February 18, 2025 to February 18, 2026 as a volunteer member of the Town of Legal Library Board.

**Initials show support – Reviewed by:**

CAO: Original Signed - RP

From: Melanie <[REDACTED]>  
Sent: February 4, 2025 4:27 PM  
To: Robert Proulx <[rproulx@legal.ca](mailto:rproulx@legal.ca)>  
Subject: Letter of interest - Library Board

Hello,

This letter is a notice of intent and interest to renew as a board member with the Legal Public Library Board for a shortened term of only 12 more months, please, until February 2026. I feel we have made tremendous progress in the last year, but there is still a lot of work to be done.

Thank you for your consideration,

Melanie Thibault

10.3

**TOWN OF LEGAL  
BY LAW #13-2021  
TOWN OF LEGAL LIBRARY BOARD BYLAW**

**A BYLAW IN THE TOWN OF LEGAL IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF THE TOWN OF LEGAL LIBRARY BOARD.**

**WHEREAS**, pursuant to Section 3 of the *Alberta Libraries Act, c.L-11*, as amended, Council may pass a bylaw-providing for of a municipal library board;

**AND WHEREAS**, the Town of Legal understands that the Town of Legal Library Board will operate under the provisions of the *Libraries Act*;

**NOW, THEREFORE**, the Council of the Town of Legal, in the Province of Alberta, duly assembled enacts as follows:

**1.0 TITLE**

1.1 This Bylaw shall be cited as the "Town of Legal Library Board Bylaw".

**2.0 DEFINITIONS**

- 2.1 "ACT" means the *Libraries Act, R.S.A., c.L-11* and its' Regulations and Amendments;
- 2.2 "BOARD" means the Town of Legal Library Board;
- 2.3 "CAO" means the Chief Administrative Officer of the Town of Legal;
- 2.4 "COUNCIL" means the municipal Council of the Town of Legal;

**3.0 THE TOWN OF LEGAL LIBRARY BOARD**

3.1 The Town of Legal Library Board is hereby established as the municipal library board for the Town of Legal pursuant to Subsection 3(1) of the *Act*. The Board so established is a continuation of the Board deemed to be continued by Subsection 3(5) of the *Act*.

**4.0 DUTIES**

4.1 In accordance with the *Act*, the Board, subject to any enactment that limits its authority, has full management and control of the Town of Legal Library and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the Town of Legal and may cooperate with other boards and libraries in the provision of those services.

**5.0 STRUCTURE**

- 5.1 Members of the Town of Legal Library Board will be appointed in accordance with Council policies and procedures.
- 5.2 The Board shall consist of a minimum of five (5) and a maximum of eight (8) members appointed by resolution of the Council, with one (1) being a member of Town Council.
- 5.3 Vacancies on the Board caused by retirement or resignation of a Member of the Board may be filled by resolution of Council for the balance of that Member's term only and the Board may continue to operate and conduct business until vacancies are filled provided that quorum requirements are met.


**6.0 PROCEDURES**

6.1 The Board may, by resolution, establish and amend from time to time such procedures required by law, including for meetings, the election of Board Officers, committee structure, the creation and retention of minutes of meetings, the establishment and amendments of Board Bylaws and Policies, and rules of order.

**7.0 AUDITOR**

- 7.1 The Board's financial accounts and processes may be audited by an independent external auditor as appointed by Council.
- 7.2 The results and recommendations of the financial audit will be presented to the Board for review. The audited financial statements will be submitted to Council and to all other

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authorities as required by law.

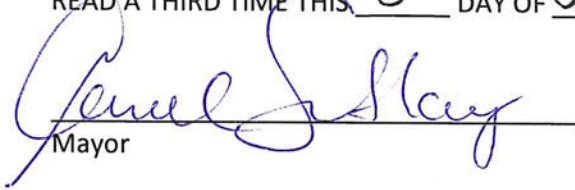
**8.0 GENERAL**

- 8.1 This bylaw shall come into full force and take effect upon its third and final reading.
- 8.2 Bylaw #01-2019 is now hereby repealed.

READ A FIRST TIME THIS 5 DAY OF July, 2021.

READ A SECOND TIME THIS 5 DAY OF July, 2021.

READ A THIRD TIME THIS 5 DAY OF July, 2021.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

## TOWN OF LEGAL

### Report to Council

- Request for Decision
- Request for Direction
- For Council Information

Meeting:	<b>Regular Council</b>
Meeting Date:	February 18, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Appointment of Assessment Review Board Officials 2025
Agenda Item No:	10.4

#### **BACKGROUND / PROPOSAL:**

The Government of Alberta introduced a single system of assessment complaints for the entire Province of Alberta starting in 2010.

The assessment complaint process is governed by the *Municipal Government Act*, R.S.A. 2000, c. M-26 and Matters Relating to Assessment Complaints Regulation, 2018, A.R. 201/2017.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Property owners have a right to voice concerns about their assessment and municipalities should encourage property owners to contact their assessor first to discuss the assessment. The *Municipal Government Act*, Section 305, allows the assessor to correct an error in the assessment for the current year only. Upon correction, an amended assessment notice must be sent to the property owner.

A ratepayer may file a complaint with the Assessment Review Board if they are unable to come to an agreement with their assessor. Created, empowered and staffed according to the *Municipal Government Act*, Assessment Review Boards hear complaints for all types of property assessments except Linear properties. LARB (Local Assessment Review Board) deals with residential and farmland, while CARB (Composite Assessment Review Board) deals with non-residential, multi-family property. Like a Court, these Boards can order something to be done, such as changing an assessment on a property. Member municipalities have the option to administer assessment complaints on their own, or participate in the CRASC joint ARB initiative.

10.4

The Town of Legal has contracted out Capital Region Assessment Services Commission (CRASC) to deal with the assessment review board complaints filed.

**COSTS / SOURCE OF FUNDING (if applicable):**

The Town of Legal has signed a Participant Memorandum of Agreement with the CRASC from January 1, 2025 to December 31, 2027, which indicates the fees (attached).

**RECOMMENDED ACTION (by originator):**

It is recommended that Council, as per the *Municipal Government Act* (s.454.1 (1); s.454.2 (1)) and in keeping with Bylaw #03-2019 (Assessment Review Board), appoint the following individuals for a term ending December 31st, 2025, Certified Panelists of the Assessment Review Board that may from time to time be required to hear assessment related complaints as permitted in the *Municipal Government Act*, RSA. 2000, C. M-26:

Darlene Chartrand  
Sheryl Exley  
Tina Groszko  
Richard Knowles  
Marcel LeBlanc  
Raymond Ralph

It is also recommended that Council, as per the *Municipal Government Act* (s.454.1(2); s.454.2(2); s.455; s.456) and in keeping with Bylaw #03-2019 (Assessment Review Board), appoint Raymond Ralph as ARB Chairman, and Gerryl Amorin as the Certified ARB Clerk for both the Local Assessment Review Board (LARB) and the Composite Assessment Review Board (CARB).

**Initials show support – Reviewed by:**

CAO: Origina Signed - RP



**From:** Gerryl Amarin <[gerryl@amorinaccounting.com](mailto:gerryl@amorinaccounting.com)>  
**Sent:** February 6, 2025 9:41 AM  
**Subject:** Appointment of ARB Officials 2025  
**Importance:** High

Hello All,

As a participant in CRASC's ARB program, please be advised that your council is required to appoint the ARB Officials for 2025.  
(As per MGA section 454)

All municipalities are required to appoint by resolution the following as your ARB officials for 2025.

ARB Chairman - Raymond Ralph  
Certified ARB Clerk - Gerryl Amarin  
Certified Panelists - Darlene Chartrand  
Sheryl Exley  
Tina Groszko  
Richard Knowles  
Marcel LeBlanc  
Raymond Ralph

If you have any questions concerning this request, please do not hesitate to contact me.

780 297 8185

**Gerryl Amarin, CPA | Manager, Finance Officer**

Capital Region Assessment Services Commission (CRASC)  
11810 Kingsway Avenue  
Edm AB T5G 0X5  
Direct: 780 297 8185



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10.4

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Certified Panelists - Darlene Chartrand  
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If you have any questions concerning this request, please do not hesitate to contact me.

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10.4

**TOWN OF LEGAL**  
**BYLAW #03-2019**  
**ASSESSMENT REVIEW BOARD BYLAW**

**THE TOWN OF LEGAL IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING ASSESSMENT REVIEW BOARDS AND THE APPOINTMENT OF THE CHAIR AND THE CLERK FOR THE ASSESSMENT REVIEW BOARDS.**

**WHEREAS**, Section 454 of the *Municipal Government Act*, RSA 2000, c. M-26 and amendments thereto, requires that Council must by bylaw establish a Local Assessment Review Board and a Composite Assessment Review Board;

**AND WHEREAS**, Section 455 of the *Municipal Government Act*, RSA 2000, c. M-26 and amendments thereto, two or more councils may agree to jointly establish the local assessment review board or the composite assessment review board, or both, to have jurisdiction in their municipalities and;

**AND WHEREAS**, Section 456 of the *Municipal Government Act*, RSA 2000, c. M-26 and amendments thereto, requires that Council must appoint a Designated Officer to act as the Clerk of the Assessment Review Boards having jurisdiction in the Municipal District of the Town of Legal;

**AND WHEREAS**, the Capital Region Assessment Services Commission, a Commission established pursuant to Alberta Regulation 77/96 consisting of a number of municipalities has established joint assessment review boards;

**NOW, THEREFORE**, the Council for the Town of Legal, duly assembled, enacts as follows:

**1.0 PURPOSE**

- 1.1 The purpose of this Bylaw is to establish Assessment Review Boards under Part 11 of the *Municipal Government Act*.

**2.0 DEFINITIONS**

2.1 In this Bylaw:

- (a) **“Assessment Review Board (ARB)”** means the Local Assessment Review Board (LARB) or the Composite Assessment Review Board (CARB);
- (b) **“Clerk”** means in respect of a local assessment review board or composite assessment review board having jurisdiction in one or more municipalities, means the designated officer appointed as clerk under section 456 of the *Municipal Government Act* for the Town of Legal;
- (c) **“Chair”** means a person designated as Chair of the Assessment Review Boards under section 454.1(2), 454.2(2) or 455(2);
- (d) **“Commission”** means Capital Region Assessment Services Commission;
- (e) **“Complaint”** means a complaint under Part 11 of the *Municipal Government Act*;
- (f) **“Composite Assessment Review Board (CARB)”** means a board established pursuant to Section 454 of the *Municipal Government Act* to

10.4  
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hear and make decisions on complaints referred to in Section 460.1(2) of the *Municipal Government Act*;

- (g) “**Council**” means the duly elected council of the Town of Legal;
- (h) “**Local Assessment Review Board (LARB)**” means a board established pursuant to section 454 of the *Municipal Government Act* to hear and make decisions on complaint referred to in section 460.1(1) of the *Municipal Government Act*;
- (i) “**Mayor**” means the Chief Elected Official of the Town of Legal;
- (j) “**Municipal Government Act**” means the *Municipal Government Act*, RSA 2000 c. M-26 and amendments thereto;
- (k) “**Panelist**” means an individual who is accredited by the Alberta Municipal Government Board to hear Assessment Complaints and who will be appointed to the Assessment Review Boards;
- (l) “**Town**” means the Town of Legal;

### 3.0 BOARDS ESTABLISHED

3.1 Council hereby establishes the following boards:

- 3.1.1 Local Assessment Review Board (LARB); and
- 3.1.2 Composite Assessment Review Board.

### 4.0 DUTIES

4.1 The Assessment Review Boards shall carry out the duties and responsibilities as set out in the *Municipal Government Act*, RSA 2000 c. M-26 and its regulations.

4.2 Annually, Council shall by resolution appoint:

- 4.2.1 the list of Panelists
- 4.2.2 the name of the Chair for the LARB and CARB provided to the Town by the Commission;
- 4.2.3 the name of the Clerk provided to the Town by the Commission.

4.3 All Panelists and Clerks may be removed by resolution of Council where, in the opinion of Council, removal is warranted.

### 5.0 FEES

5.1 Compensation payable to the Commission for its performance include annual fees, hearing fees, panelist fees, travel and subsistence fees and assessment clerk fees which will be outlined in a memorandum of Agreement between the Commission and the Town.

5.2 Filing an Assessment Complaint:

- 5.2.1 Upon receipt of an assessment complaint, the Town shall provide to the Commission a completed Assessment Review Complaint form and supporting documentation in a timely manner.
- 5.2.2 A complaint filed must be accompanied by the appropriate fee as established by Council as per Schedule “A” of this Bylaw to the municipality. If the fee is not provided, the complaint is invalid.
- 5.2.3 If the Assessment Review Boards make a decision in favour of the complainant, the filing fees paid by the complainant must be refunded.

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**6.0 EFFECTIVENESS**

6.1 If any portion of this bylaw is declared invalid by the court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.

6.2 That Bylaw #07-2010 is hereby repealed.

6.3 This Bylaw shall take effect on the date of third and final reading.

**READ** a first time this 6 day of May 2019, A.D.

Paul J. Slay  
Mayor

Robert P. [Signature]  
Chief Administrative Officer

**READ** a second time this 6 day of May 2019, A.D.

Paul J. Slay  
Mayor

Robert P. [Signature]  
Chief Administrative Officer

**READ** a third time and finally passed this 6 day of May 2019, A.D.

Paul J. Slay  
Mayor

Robert P. [Signature]  
Chief Administrative Officer

10.4

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## Schedule "A"

The fees payable to the Town of Legal shall be as follows:

### Assessment Review Board

Residential 3 or fewer and farmland	\$50.00
Residential 4 or more dwellings:	Variable
Assessed value up to \$249,999.00	\$200.00
Assessed value \$250,000.00 to \$499,999.00	\$400.00
Assessed value that exceeds \$500,000.00	\$650.00
Non-residential:	Variable
Assessed value up to \$249,999.00	\$200.00
Assessed value \$250,000.00 to \$499,999.00	\$400.00
Assessed value that exceeds \$500,000.00	\$650.00

If the Assessment Review Board makes a decision in favour of the complainant, the fees paid by the complainant shall be refunded. Appeals, which are withdrawn 14 days prior to the sitting of the Assessment Review Board, will be refunded. In cases of non-appearance by the complainant, the Board may proceed to hear the case. (*MGA s.481*)

10.4

## TOWN OF LEGAL

### Report to Council

- Request for Decision
- Request for Direction
- For Council Information

Meeting:	<b>Regular Council</b>
Meeting Date:	February 18, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Sturgeon Regional Partnership Regional Economic Development Initiative
Agenda Item No:	10.5

#### **BACKGROUND / PROPOSAL:**

The Sturgeon Regional Partnership (SRP) Committee is established as an advisory Committee to provide advice and make recommendations to the Member Municipalities for their consideration.

At the December 11, 2024 SRP meeting, Sturgeon County Intergovernmental Services was directed to coordinate the date for the presentation of the Regional Economic Development Initiative Terms of Reference for all member municipalities. A February presentation date was agreed upon by the group.

It is requested that the following resolution be passed at the February 18, 2025 Council meeting:

*That the Terms of Reference for the Sturgeon Regional Partnership Regional Economic Development Initiative be accepted.*

The draft minutes from the December 11, 2024 SRP meeting, and the SRP Regional Economic Development Initiative Terms of Reference are attached.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

The Terms of Reference document outlines the purpose, objectives, structure and responsibilities of the Sturgeon Regional Partnership Economic Development Working Group (SRP EDWG).

10.5

As a temporary Working Group, the SRP EDWG is established as a recommending body of the SRP, focused on shared service opportunities between the Member Municipalities to achieve better economic development outcomes in the face of increasingly tight budgets and scarce resources.

**COSTS / SOURCE OF FUNDING (if applicable):**

Not applicable.

**RECOMMENDED ACTION (by originator):**

It is recommended that Council pass the resolution as requested by the Sturgeon Regional Partnership: *That the Terms of Reference for the Sturgeon Regional Partnership Regional Economic Development Initiative be accepted.*

**Initials show support – Reviewed by:**

CAO: Original Signed - RP

10.5



# TERMS OF REFERENCE

## STURGEON REGIONAL PARTNERSHIP ECONOMIC DEVELOPMENT WORKING GROUP

This Terms of Reference document outlines the purpose, objectives, structure, and responsibilities of the *Sturgeon Regional Partnership Economic Development Working Group*.

---

### 1.0 DEFINITIONS

- 1.1 “Consensus” means a simple majority of those present.
  - 1.2 “Council” means the elected officials of a Member Municipality.
  - 1.3 “Chair” means the appointed presiding officer of Working Group meetings.
  - 1.4 “Vice Chair” means the presiding officer of Working Group meetings in the absence of the Chairperson.
  - 1.5 “Member Municipality” means the municipalities participating in the Sturgeon Regional Partnership Committee (Sturgeon County and the towns of Morinville, Legal, Redwater, Gibbons and Bon Accord).
  - 1.6 “MOU” means Memorandum of Understanding.
  - 1.7 “SRPC” means the Sturgeon Regional Partnership Committee
  - 1.8 “SRP EDWG” means the Sturgeon Regional Partnership Economic Development Working Group.
- 

### 2.0 PURPOSE

- 2.1 As a temporary Working Group, the SRP EDWG is established as a recommending body of the SRPC, focused on shared service opportunities between the Member Municipalities to achieve better economic development outcomes in the face of increasingly tight budgets and scarce resources.
- 

### 3.0 AUTHORITY

- 3.1 This Terms of Reference has been authorized by the SRPC and by the respective municipal councils of each Member Municipality.

- 3.2 Decisions by the SRP EDWG shall be consensus based. In the event consensus cannot be reached, the matter will be referred to the SRPC with contrasting Member Municipality opinions noted for consideration.
- 3.3 The SRP EDWG has no authority to direct or otherwise bind a Member Municipality.
- 3.4 Each Member Municipality shall take individual and joint responsibility for ensuring the success of proposed sub-regional initiatives.
- 3.5 Individual Member Municipalities may pursue economic development initiatives independently when required.

#### **4.0 MEMBERSHIP AND ROLES**

- 4.1 Membership of the SRP EDWG shall consist of the Chief Administrative Officers of each Member Municipality, or their designate.
  - 4.2 Other administrative staff from the Member Municipalities may be invited to attend and participate on the SRP EDWG in a support or facilitative capacity, at the discretion of the SRP EDWG member.
  - 4.3 A Chair and Vice Chair of the SRP ECWG shall be designated, in alignment to the current SRPC Chair and Vice Chair rotation.
  - 4.4 The Chair shall be responsible for compiling SRP EDWG agendas in consultation with other Member Municipalities, presiding over SRP EDWG meetings, and providing for meeting facilitation and other requirements (if necessary, and with the agreement and support of all Member Municipalities). The Vice Chair shall be responsible to act for the Chair in his/her absence.
- 

#### **5.0 GUIDING PRINCIPLES**

The SRP EDWG and its individual members commit to the following guiding principles for their actions:

- 5.1 Collaboration
  - a. Discussions and consensus-based efforts are aligned to the goals and priorities of respective Member Municipalities.
  - b. Debate is positive and constructive, with a focus on achieving shared benefits beyond what each municipality could achieve alone.
  - c. Reviews shall focus on an evolutionary approach to coordinate resources, initiatives, and activities related to sub-regional municipal economic development – achieving benefits beyond what each municipality could accomplish alone.
  - d. Individual and shared responsibility for achieving public value for each Member Municipality.
- 5.2 Transparency
  - a. Clear and connected communication channels are fostered between Member Municipalities.

- b. Communication of, and adherence to, a work plan with clear identification of goals, milestones, and responsibilities.
  - 5.3 Innovation**
    - a. Innovative approaches to sub-regional economic development are actively explored and encouraged.
  - 5.4 Data-Driven and Informed Decisions**
    - a. Data-informed decision making is fostered.
    - b. Emerging trends and best practices are identified and shared.
    - c. Expertise and data is shared to enhance the accuracy and relevance of analyses.
  - 5.5 Sustainability**
    - a. Sustainability is prioritized, aiming for lasting / long-term benefits for the sub-region.
  - 5.6 Regional Mindsets**
    - a. Regional thinking in local decision making is encouraged.
    - b. Regional prosperity through collaborative efforts is fostered.
    - c. A collective voice to provincial and federal governments is expressed where possible, on shared priorities.
    - d. A collective interface with other economic development agencies, where practical.
- 

## **6.0 WORKING GROUP OBJECTIVES**

The SRP EDWG shall consider the following sub-regional economic development opportunities, and each Member Municipality is expected to allocate the appropriate human and financial resources to accomplish each objective:

- 6.1 General information sharing and collaboration**
  - a. Development of general economic data sharing protocols between Member Municipalities.
  - b. Development of methods to efficiently assess scope and timing and cost requirements for shared objectives, in addition to the identification of governance requirements, processes to assess and allocate human and financial resources, funding opportunities, and other measures to support successful execution.
- 6.2 Investment attraction collaboration**
  - a. Identification of each Member Municipality's target business sectors (excluding proprietary analyses), land use and allocation, and available investment or business incentive programs.
  - b. Development of an Investment Lead Sharing Protocol amongst the members, including associated roles, responsibilities, procedures, and other considerations.
  - c. Exploration of joint economic marketing potential, for key target markets.

- 6.3 Business retention and expansion collaboration**
    - a. Development of a recommended approach and platform for a Regional Business Directory, with ongoing administration and contributions.
  - 6.4 Strategic Initiatives and Reviews**
    - a. Identification of economic goals and objectives, to help inform strategic initiatives and alignments.
    - b. Identification of areas where sub-regional synthetic data modelling tools and analytics could be utilized to further common interests.
    - c. Recommendation of policy or regulatory matters that would benefit from shared advocacy to other government(s).
  - 6.5 Joint economic events and external relations**
    - a. Review of economic events offered or supported by each Member Municipality, and the potential for joint involvement and contribution.
- 

## **7.0 MEETINGS**

- 7.1 Confidentiality**
    - a. Meetings shall be private and confidential, for the purpose of open sharing and debate, and all materials related to meetings are to be kept confidential.
    - b. All recommendations and advice to the SRPC shall be public, pursuant to the SRPC's public nature, unless otherwise restricted by access to information legislation.
  - 7.2 Frequency of meetings**
    - a. The SRP EDWG shall meet on a bi-monthly basis, unless all members agree to meet more or less regularly.
    - b. SRP EDWG members may request an ad hoc meeting. To request a meeting a member shall contact the Chair, who shall request agreement from all Member Municipalities and select an appropriate date.
    - c. All members will be given at least two weeks' notice for proposed meetings.
    - d. Meeting agenda/information will be circulated for review one week prior to the scheduled meeting.
  - 7.3 Quorum**
    - a. Quorum shall require representation from all six (6) members of the SRP EDWG, noting delegates are permitted.
- 

## **8.0 MONITORING AND REPORTING**

10.5

- 8.1 The SRP EDWG shall provide the SRPC with recommendations on a regular basis, in alignment with its Section 6.0 Objectives.
  - 8.2 The SPR EDWG shall maintain a Work Plan and Tracking Sheet for each of its objectives, based on a template provided as **Schedule "A"**, and maintain the list as a living document.
  - 8.3 Performance measures shall be proposed to track the success of each of the SRP EDWG's recommendations.
- 

## 9.0 TERM AND WITHDRAWAL

- 9.1 The SRP EDWG shall remain in place until such time as the SRPC dissolves it; however, is forecast to conclude by Q4 2025.
  - 9.2 The SRP EDWG objectives shall be reviewed by the SPRC at least annually until the conclusion of its mandate.
  - 9.3 The SRPC may adjust the terms of reference for the SRP EDWG at any time. Individual Member Municipalities may also raise individual recommendations for EDWG amendment to the SRPC, at their discretion.
  - 9.4 Participation in the SRP EDWG is optional. Member Municipalities may discontinue participation in the SRP EDWG by providing the Chair of the SPRC with at minimum one (1) months' notice.
- 

10.5

**SCHEDULE "A"**

**STURGEON REGIONAL PARTNERSHIP  
ECONOMIC DEVELOPMENT WORKING GROUP  
PRIORITY OBJECTIVES WORKPLAN / TRACKING SHEET**

<b>Priority Item</b>	<b>Discussion Items</b>	<b>Action Items</b>	<b>Lead Member</b>	<b>Timing</b>	<b>Decisions to Date</b>
<b>Objective 6.1</b>					
<b>Objective 6.2</b>					
<b>Objective 6.3</b>					
<b>Objective 6.4</b>					
<b>Objective 6.5</b>					

10.5

## STURGEON REGIONAL PARTNERSHIP MINUTES

December 11, 2024, at 1:00PM  
Cardiff Room, Sturgeon County Centre

### Present:

Mayor Alanna Hnatiw, Sturgeon County  
Mayor Brian Holden, Town of Bon Accord  
Mayor Carol Tremblay, Town of Legal  
Councillor Trina Jones, Town of Legal  
Mayor Simon Boersma, Town of Morinville  
Deputy Mayor Norm Sandahl, Town of Gibbons  
Mayor David McRae, Town of Redwater  
Travis Peter, Interim CAO, Sturgeon County  
Jodi Brown, CAO, Town of Bon Accord  
Michelle Hay, Acting CAO, Town of Morinville  
Farrell O'Malley, CAO, Town of Gibbons  
Ken Van Buul, CAO, Town of Redwater  
Mark Morrissey, Director, Economic Innovation and Growth, Sturgeon County  
Robert Stephenson, Manager, Corporate Planning & Intergovernmental Services, Sturgeon County  
Breda Cormack, Manager, Procurement Services, Sturgeon County  
Trenna Benesocky, Chief of Staff, Sturgeon County  
Tanis Sawatsky, Intergovernmental Analyst, Sturgeon County

### 1. Call to Order

Mayor Hnatiw called the meeting to order at 1:04 PM.

### 2. Approval of the Agenda

Moved by Mayor D. McRae

That the SRP approve the December 11, 2024 agenda as presented.

CARRIED UNANIMOUSLY

### 3. Approval of the June 12, 2023 Minutes

Moved by Mayor S. Boersma

That the SRP approve the minutes of the June 12, 2023 SRP meeting as amended.

CARRIED UNANIMOUSLY

### 4. Unfinished Business/Business Arising from the Minutes

#### 4.1. Sturgeon Regional Partnership Terms of Reference

The SRP agreed to hold a meeting in spring 2025.

#### 4.2. Municipal Realities Profiles

4.2.1. Morinville

4.2.2. Sturgeon County

#### 4.3. Potential Regional Initiatives

##### 4.3.1. Regional Economic Development Initiative

4.3.1.1. Sub-Regional Economic Development Terms of Reference

Moved By Mayor D. McRae

That the Terms of Reference for the Regional Economic Development Initiative be accepted and shared for decision in February.

CARRIED UNANIMOUSLY

**Action Item: Sturgeon County's Intergovernmental Services Department will coordinate the dates for Councils to present the Terms of Reference.**

**4.3.1.2. Opportunities for Consideration**

**4.3.2. Regional Group Buying Initiative**

**4.3.2.1. Pilot Project**

The Town of Bon Accord will coordinate an upcoming CAO Meeting in 2025 for further procurement discussion.

Sturgeon County's Manager of Procurement Services will provide requested procurement documents to municipalities.

**4.3.3. 2025 Council Orientations (Morinville)**

This item will be taken to a future CAO meeting for further discussion.

**5. New Business**

The Town of Bon Accord will coordinate an upcoming CAO Meeting in 2025 for further discussion on the potential opportunities for a regional Assessment Review Board / Subdivision and Development Appeal Board.

**Action Item: Municipalities will forward their existing agreements and renewal dates (if applicable) with the Capital Region Assessment Services Commission to the Town of Bon Accord to help inform discussion.**

**6. Next Meeting**

To be held before the beginning of April 2025.

**7. Adjournment**

Moved by Mayor S. Boersma

That the December 11, 2024, SRP meeting adjourn at 3:11 PM.

CARRIED UNANIMOUSLY.

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CHAIR

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DEPUTY CHAIR

10.5



## TOWN OF LEGAL

### Report to Council

- Request for Decision
- Request for Direction
- For Council Information

Meeting:	<b>Regular Council</b>
Meeting Date:	February 18, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Recycle Services for Commercial, Institutional and Industrial Properties
Agenda Item No:	10.6

#### **BACKGROUND / PROPOSAL:**

At the December 2, 2024 Council meeting, the Town of Legal made the decision to move forward with the Opt-Out Service Model as presented by Circular Materials, which will switch the Town's regular recycle collection, to only residential recycle collection being provided by Circular Materials.

This transition will take effect on April 1, 2025.

As a result of this transition, industrial, commercial, and institutional (IC&I) waste is not in Circular Materials mandate and will not be collected as of April 1, 2025, as per the Government of Alberta's regulation.

Administration is recommending that Council pass a resolution to discontinue the present recycle collection to industrial, commercial, and institutional properties that currently receive the provided recycle service, effective April 1, 2025.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

EPR will include residential products only. Materials from the industrial, commercial and institutional sector are excluded. As such, the Town of Legal will need to decide on how to proceed with industrial, commercial, and institutional recycle collection in Town.

Options include:

- Town of Legal to source out and provide recycle collection options for IC&I properties (through a contracted company);
- Discontinue IC&I recycle collection provided by the Town of Legal, and have the IC&I property source out their own recycle collection option.

**COSTS / SOURCE OF FUNDING (if applicable):**

Current Recycle fees for industrial, commercial, and institutional properties, in accordance with Bylaw 08-2024:

**Commercial:**

	<b>Charge</b>	<b>Application</b>
Commercial	\$10.00	Per store or office
Community Hall	\$30.00	
Senior Citizen Lodge	\$10.00	
Schools	\$10.00	

Some alternate recycling “blue bag” service options and rates for commercial business in the Town of Legal:

- Commercial Front Load Recycle 6-yard bin per location:  
 (Monday’s or Wednesday’s):      Weekly:      \$185/month  
    Bi-Weekly:    \$105/month  
    1/month:      \$75/month

*Note: Business can share the bin at a close central location. Disposal is included in pricing.*

Delivery and Removal of the Bins is \$150/Bin.

- 20-Roll Off:  
 \$450/haul (Estimated 1/month), \$100/MT processing of recycling. Estimated at 1MT/month.

*Note: Commercial business can share the costs at a central location.*

Delivery of the bin is \$250.00. No Removal Charge.

**RECOMMENDED ACTION (by originator):**

It is recommended that Council pass a resolution to discontinue industrial, commercial, and institutional curbside recycle collection effective April 1, 2025 in accordance with the Extended Producer Responsibility Regulation.

**Initials show support – Reviewed by:**

CAO: Original Signed - RP

## TOWN OF LEGAL

### Report to Council

- Request for Decision
- Request for Direction
- For Council Information

Meeting:	<b>Regular Council</b>
Meeting Date:	February 18, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Radon Testing for Curling Rink
Agenda Item No:	ADDITION – 10.7

#### **BACKGROUND / PROPOSAL:**

Radon testing is required to assist with the decision whether a radon mitigation system is required under the new concrete slab proposed for the curling rink.

Short-term radon sampling will be conducted utilizing-Perm Electret Ion Chamber Short-Term Radon Detectors. Samples will be collected within the ice sheet area that is to be impacted by future retrofit activities for an approximately 10-14 day period during the heating season.

Long-term radon sampling will be conducted utilizing-Perm Electret Ion Chamber Long-Term Radon Detectors. Samples will be collected within the ice sheet area that is to be impacted by future retrofit activities for at least a 91-day period during the heating season. Long-term sampling will be conducted concurrently with the short-term testing.

Following the sampling, a report will be issued outlining the methodology, observations, laboratory results, analysis interpretations and recommendations.

It is important to note, should the testing results be considered low, there will not be a need to install a radon mitigation system. A system which will drive up the costs to the curling rink project.

The Radon Testing Proposal, presented by Cascade Environmental Consulting Ltd. is attached.

10.7

Administration is recommending Council to authorize the Chief Administrative Officer to move forward with the short-term and long-term Radon Testing as proposed by Cascade Environmental Consulting Ltd.

**DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Radon is a radioactive gas that is formed naturally by the breakdown of uranium in soil, rock and water. It cannot be detected by the senses. However, it can be detected easily with radon measurement devices. Radon is recognized as a significant cause of lung cancer. The level of risk depends on the concentration of radon and duration of exposure: at concentrations found outdoors, the health risk is negligible, but when radon enters an indoor space, such as a building, it can accumulate to higher concentrations which, in turn, pose a higher health risk.

Radon can enter any building through any opening where the building contacts the soil: cracks in foundation walls and in floor slabs, construction joints, gaps around service pipes, support posts, window wells, floor drains, sumps or cavities inside walls. The only way to know how much is inside is to test.

In accordance with Health Canada's *Guide for Radon Measurements in Public Buildings (Workplaces, Schools, Daycares, Hospitals, Care Facilities, Correctional Facilities)*, issued November 2021, and *the C-NRPP Protocol for Conducting Short Term Measurements in Air*, issued October 2018, radon samples will be collected within the ice sheet area that is to be impacted by future retrofit activities for an approximately 10-14 day period during the heating season.

All samples will be placed in locations in accordance with Health Canada and C-NRPP guidelines, and all samples will be analyzed by an accredited laboratory with C-NRPP and/or NRPP certification.

**COSTS / SOURCE OF FUNDING (if applicable):**

The total price to conduct the Short and Long-Term Radon Testing will be \$3,150.00 (excluding GST). This fee includes site and travel time for CEC personnel, laboratory analysis, documentation review, report generation, project management, senior review, and any disbursements.

Funding will be sourced from the 2025 MSI Operating budget.

**RECOMMENDED ACTION (by originator):**

It is recommended that Council authorize the Chief Administrative Officer to move forward with the short-term and long-term Radon Testing as proposed by Cascade Environmental Consulting Ltd.

**Initials show support – Reviewed by:**

CAO: Original Signed - RP



**CASCADE**  
ENVIRONMENTAL CONSULTING LTD

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# PROPOSAL TO PROVIDE SHORT & LONG-TERM RADON TESTING

For the Buildings:  
**LEGAL CURLING RINK**  
**Ice Sheet Area**  
Legal, AB

Prepared For:  
**TOWN OF LEGAL**  
780-940 3092 ([rproulx@legal.ca](mailto:rproulx@legal.ca))

**ATTN:** Robert Proulx, CAO

Prepared By:  
**CASCADE ENVIRONMENTAL CONSULTING LTD.**  
10061-166 Street, Edmonton, Alberta, T5P 4Y1  
P: 780.488.2325 W: [cascadeenviro.ca](http://cascadeenviro.ca)

FEBRUARY 12, 2025  
ISSUED FOR USE  
FILE: **RADPR01CD**

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10.1

## 1.0 INTRODUCTION

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Cascade Environmental Consulting Ltd. (CEC) is pleased to provide the Town of Legal (the Client) with our price to provide short and long-term radon testing within the ice surface area of the Legal Curling Rink, in Legal, AB (the Site).

## 2.0 SCOPE OF WORK

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Short-term radon sampling will be conducted utilizing-Perm Electret Ion Chamber Short-Term Radon Detectors. Samples will be collected within the ice sheet area that is to be impacted by future retrofit activities for an approximately 10-14 day period during the heating season. The samples will be submitted to Eurofins Enviroworks for analysis.

Long-term radon sampling will be conducted utilizing-Perm Electret Ion Chamber Long-Term Radon Detectors. Samples will be collected within the ice sheet area that is to be impacted by future retrofit activities for at least a 91 day period during the heating season. The samples will be submitted to Eurofins Enviroworks for analysis. Long-term sampling will be conducted concurrently with the short-term testing.

Following the sampling, a report will be issued to the Client outlining the methodology, observations, laboratory results, analysis interpretations and recommendations.

## 3.0 METHODOLOGY

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In accordance with Health Canada's *Guide for Radon Measurements in Public Buildings (Workplaces, Schools, Daycares, Hospitals, Care Facilities, Correctional Facilities)*, issued November 2021, and the *C-NRPP Protocol for Conducting Short Term Measurements in Air*, issued October 2018, radon samples will be collected within the ice sheet area that is to be impacted by future retrofit activities for an approximately 10-14 day period during the heating season.

All samples will be placed in locations in accordance with Health Canada and C-NRPP guidelines.

All samples will be analyzed by an accredited laboratory with C-NRPP and/or NRPP certification.

## 4.0 FEES

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**The total price to conduct the Short and Long-Term Radon Testing will be \$3,150.00 (excluding GST).** This includes site and travel time for CEC personnel, laboratory analysis, documentation review, report generation, project management, senior review, and any disbursements.

CEC has allowed for the collection of three (3) E-Perm Short-Term Electret and three (3) E-Perm Long-Term Electret radon samples. *Two test samples of each type will be collected within the ice sheet area, with a duplicate sample collected within the same area, in accordance with Health Canada and C-NRPP guidelines.*

## 5.0 LIMITATIONS

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The price given in this proposal is limited by the following assumptions:

- The assessment is limited to the areas outlined in the Scope of Work and will not include any additional areas/units of the Sites. Sample locations/quantities are based off Client-supplied building drawings – sample quantities/locations are subject to change once CEC personnel evaluate the Sites.
- CEC is not responsible for damage/tampering of the testing devices; if additional trips to the Sites are required for device redeployment, additional charges may apply.

## 6.0 CLOSURE

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This proposal is valid for 60 days. CEC personnel are prepared to commence work on this project following authorization from the Client. Thank you for considering the services of Cascade Environmental Consulting Ltd.

Respectfully Submitted,

Chris Dawn, BSc, C-NRPP  
**Operations Manager**  
Cascade Environmental Consulting Ltd.  
Ref: RADPR01CD

