



COUNCIL MEETING MINUTES
Friday, March 19, 2021

This meeting of Improvement District No. 4 Council was held electronically (Zoom Meetings), in accordance with Meeting Procedures (COVID-19 Suppression) Regulation, O.C. 099/2020 on March 19, 2021 at 1:30pm.

Those in Attendance:

Council: Chair Jody Thael; Councillors Brian Reeves and Brian Baker

Absent: Councillors Tim Lauscher and Ken Black

Administration: CAO Abe Tinney, CFO Martin Woolf

Call to Order: Chair Jody Thael called the meeting of I.D. 4 council to order at 1:31 pm.

Adoption of the Agenda

01-03-19-21 **MOVED** by Brian Reeves to adopt the agenda as presented.

UNANIMOUSLY CARRIED

Delegations

RCMP delegation did not attend.

Scott Barton with the WPJC presented the Joint Venture's 2021 funding request to council.

02-03-19-21 **MOVED** by Brian Baker to approve the WCJV 2021 budget requests as presented.

UNANIMOUSLY CARRIED

Minutes Approval

03-03-19-21 **MOVED** by Brian Reeves to approve the Council minutes of January 15th 2021 and the Special Meeting minutes of February 19 2021 as presented.

UNANIMOUSLY CARRIED

Financial Report

Martin Woolf and Abe Tinney discussed financials with council.

Parks Canada Report, Rachel Fernandes-Ubell Townsite Manager

The townsite manager was unable to attend the meeting, but provided a written report. The report is available online as part of the agenda package.

Items for Discussion

2021 Election Discussion

Abe Tinney reviewed an internal communications/information document dealing with election legislation in I.D. 4. The document contains detailed information on candidate and voter eligibility as outlined in the ministerial order, as well as the challenges to election participation in the I.D. due to grandfathering of lease rates. Administration would like a motion from council to file this as information as a reference for future I.D. 4 council and administration.

Administration will develop a communications piece to share information with the public re: recording of assessed persons.

04-03-19-21 **MOVED** by Brian Reeves that administration file the election document as information for use in future elections, and that administration prepare a communications piece for council approval regarding recording of assessed persons.

UNANIMOUSLY CARRIED

Tax Penalty Requests

05-03-19-21 **MOVED** by Brian Baker that I.D. 4 council waive the tax penalties for Roll# 316777 and 316897.

UNANIMOUSLY CARRIED

I.D. 4 Detailed Assessment Report

Provincial auditors performed a detailed assessment audit on I.D. 4 administration and assessors.

2021 Budget

CFO Martin Woolf presented the budget to Council

06-03-19-21 **MOVED** by Brian Reeves that I.D. 4 council approve the 2021 budget as presented.

UNANIMOUSLY CARRIED

Bylaw 2021-01, Tax Rate

CFO Martin Woolf presented the budget to Council

07-03-19-21 **MOVED** by Brian Baker that Council approve 1st Reading of Bylaw 2021-01, Tax Rate Bylaw.

UNANIMOUSLY CARRIED

Appointment of Assessor

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08-03-19-21 **MOVED** by Brian Baker that Council approve Lance Wehlage of Benchmark Assessments to carry out the duties and responsibilities of an assessor for I.D. 4 Waterton.

UNANIMOUSLY CARRIED

Alberta Coal Policy: Letter from I.D. 4 Council (Reeves)
Council discussed sending a letter to provincial politicians regarding Alberta's coal policies. Council would like to discuss a policy or official position regarding official council statements and correspondence. Administration will prepare policy options for council consideration.

Committee Reports

Councillor Reeves reported on Mayors and Reeves meeting, Alberta SW and Wildlife committee.

Correspondence

09-03-19-21 **MOVED** by Brian Reeves to accept the correspondence as information.

UNANIMOUSLY CARRIED

Adjournment

10-03-19-21 **MOVED** by Brian Baker to adjourn at 2:48pm.

UNANIMOUSLY CARRIED

Chair Jody ThaeII

CAO Abe Tinney

**Improvement District No. 4, Waterton Lakes National Parks
2021 Capital and Operating 5 Year Budget Plan for Ministerial Approval**

Descriptions		2020	2021	2022	2023	2024	2025
419020	TAXES - RESIDENTIAL & NON-RESIDENTIAL	850,878	934,609	949,796	971,914	982,223	993,504
425020	TAXES - POWER & Pipeline	7,248	6,614	6,721	6,878	6,950	7,030
425010	FEDERAL - GRANTS IN PLACE OF TAXES	225,829	291,092	295,823	302,712	305,922	309,436
	TOTAL PROPERTY TAX	\$ 1,083,954	\$ 1,232,314	\$ 1,252,339	\$ 1,281,504	\$ 1,295,096	\$ 1,309,970
425040	PENALTIES & COSTS	8,000	8,000	8,000	8,000	8,000	8,000
445010	TAX CERTIFICATES	100	100	100	100	100	100
453010	BANK INTEREST	6,000	6,000	6,000	6,000	6,000	6,000
473225	PROVINCIAL GRANTS - MSI Operating	19,985	19,085	20,000	20,000	20,000	20,000
473325	OTHER MISCELLANEOUS REVENUE	-	-	-	-	-	-
474010	REFUND OF EXPENDITURES	-	-	-	-	-	-
	TOTAL GENERAL REVENUE	\$ 34,085	\$ 33,185	\$ 34,100	\$ 34,100	\$ 34,100	\$ 34,100
TOTAL OPERATING REVENUES		\$ 1,118,039	\$ 1,265,499	\$ 1,286,439	\$ 1,315,604	\$ 1,329,196	\$ 1,344,070
521050	MEMBERSHIPS	5,000	5,100	5,202	5,306	5,412	5,520
525020	TRAVEL - MILEAGE	4,750	4,845	4,942	5,041	5,142	5,244
525050	TRAVEL - MEALS	750	-	-	-	-	-
525060	TRAVEL - LODGING	-	-	-	-	-	-
572090	INTEREST EXPENSE	-	-	-	-	-	-
529070	ADVERTISING	1,000	1,020	1,040	1,061	1,082	1,104
531010	INSURANCE	4,100	4,182	4,266	4,351	4,438	4,527
533010	COURIER SERVICES	410	418	427	435	444	453
537070	BUILDING COSTS & FEDERAL LAND LEASES	-	-	-	-	-	-
543020	HONORARIA	15,000	15,300	15,606	15,918	16,236	16,561
543120	LEGAL FEES	-	-	-	-	-	-
543470	ASSESSMENT FEES	12,000	25,000	25,500	26,000	26,500	27,000
	Assessment Complaints	3,500	2,500	2,500	3,500	2,500	2,500
544480	OTHER PROFESSIONAL & LABOUR SERVICES	750	765	780	796	812	828
551090	WATER, SEWAGE & GARBAGE	600	612	624	637	649	662
551240	OTHER PURCHASED SERVICES	-	-	-	-	-	-
551240	POLICE SERVICES	10,364	20,743	27,638	41,486	41,486	41,486
553040	ADMINISTRATION & OFFICE SUPPLIES	-	-	-	-	-	-
	Town of Raymond	33,000	33,660	34,333	35,020	35,720	36,435
	Municipal Affairs	26,000	25,500	26,010	26,530	27,061	27,602
	ID Council, Committee, and Office Expense	2,200	2,244	2,289	2,335	2,381	2,429
558010	Clean Lake Initiative	-	-	-	-	-	-
560030	REQUISITIONS - SCHOOL & FOUNDATION & DIP (Over-levi in 2019 of \$335,911)	458,615	583,610	595,282	607,188	619,332	631,718
564010	OTHER GRANTS	-	-	-	-	-	-
	Waterton Chamber of Commerce - Tourism Marketing	140,000	140,000	140,000	140,000	140,000	140,000
	Waterton Community Joint Venture	400,000	400,000	400,000	400,000	400,000	400,000
578020	BAD DEBT EXPENSES	-	-	-	-	-	-
585020	AMORTIZATION	-	-	-	-	-	-
TOTAL OPERATING EXPENDITURES		\$ 1,118,039	\$ 1,265,499	\$ 1,286,439	\$ 1,315,604	\$ 1,329,196	\$ 1,344,070
EXCESS (DEFICIENCY) OF OPERATING REVENUE OVER EXPENDITURE		\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -
CAPITAL							
473225	PROVINCIAL GRANTS REVENUES	-	-	-	-	-	-
	MSI CAPITAL	\$ 242,926	\$ 289,529	\$ 182,000	\$ 182,000	\$ 230,000	\$ 230,000
	GTF	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	ACP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
275070	Payment on Short-term Loan -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
564010	CAPITAL PROJECT - To WPCAJV (Details to follow)	\$ (292,926)	\$ (339,529)	\$ (232,000)	\$ (232,000)	\$ (280,000)	\$ (280,000)
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
370020	CAPITAL RESERVES Transfers to/(from)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF CAPITAL REVENUE OVER EXPENDITURE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

75.84%
0.54%
23.62%
100.00%

**IMPROVEMENT DISTRICT NO. 4, WATERTON LAKES NATIONAL PARK
BYLAW NO. 2021-01**

**A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST
ASSESSABLE PROPERTY WITHIN IMPROVEMENT DISTRICT NO. 4 IN THE
PROVINCE OF ALBERTA FOR THE 2021 TAXATION YEAR.**

WHEREAS, the Improvement District No. 4 has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the council meeting held on March 19th, 2021; and

WHEREAS, the estimated municipal expenditures and transfers set out in budget for Improvement District No. 4 for the 2021 Budget total \$1,021,418; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$372,714 and the balance of \$ 648,704 to be raised by general municipal taxation; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$ 384,538
Non-residential	\$ 199,025
Designated Industrial	\$ 47.71

WHEREAS, the Council of Improvement District No. 4 is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2016; and

WHEREAS, the assessed value of all property in Improvement District No. 4 as shown on the assessment roll is:

	<u>Assessment</u>
Residential/Farmland	\$ 148,820,200
Non-residential	\$ 59,313,790
Linear & Designated Industrial Property	\$ 622,910
Total	\$ 208,756,900

NOW THEREFORE under the authority of the Municipal Government Act, the Council of Improvement District No. 4, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of Improvement District No. 4:

	<u>Tax Levy</u>	<u>Assessment</u>	<u>Tax Rate</u>
General Municipal			
Residential/Farmland	215,961	148,820,200	1.45116
Non-residential	<u>432,743</u>	<u>59,936,700</u>	7.22000
Total	648,704	208,756,900	
Alberta School Foundation Fund			
Residential/Farmland	384,538	148,820,200	2.58391
Non-residential	<u>199,025</u>	<u>59,936,700</u>	3.32058
Total Education Requisition	583,563	208,756,900	
Designated Industrial (DI)	47.71	622,910	0.07660

2. Taxes not paid by the due date shown on the Assessment and Taxation Notice in the year in which they are levied shall have a penalty of 12% imposed on them.
3. Taxes not paid by December 31 in the year in which they are levied shall have an additional penalty of 12% imposed on them on January 1 of the succeeding year and each year thereafter so long as the taxes remain unpaid.
4. This bylaw shall take effect upon approval of the Minister of Alberta Municipal Affairs.

Read a first time this 19th day of March 2021.

Read a second time this 16th day of April 2021.

Read a third time and passed this 16th day of April 2021.

Jody Thaeil, Chair

Abe Tinney, CAO

Alberta SouthWest Bulletin April 2021

Regional Economic Development Alliance (REDA) Update

❖ **UPCOMING: Conference Board of Canada Webinar-Tuesday May 11, 2021 12:00 noon MDT**

The global pandemic and other societal factors have cast a new light on what “good leadership” is. This one-hour session, titled “**Leadership Reimagined**” is free of charge. Topics include:

- Critical leadership competencies that will gain importance
- Examples of successful organizations that are building leadership capabilities

Contact bev@albertasouthwest.com to request information and registration link.



❖ **EDO and CAO Planning Meeting**

AlbertaSW CAOs, EDOs and Chamber representatives Zoomed in together on March 24 to share ideas and updates. Difficult challenges are being met with successes that come from the dedication and creativity in our communities. Just a few examples:

- CNP has influx of tourism business and new upgrades to Hwy 3;
- Pincher Creek has issued 50 new business licenses;
- Fort Macleod is developing real estate and historic walking tour;
- Cardston has increased demand for campground opportunities;
- Claresholm is a national leader in immigration and job placement.
- And, another “bright idea” ... a photo of Nanton lighting up the Elevator Discovery Centre with holiday lights and movie events!

❖ **AlbertaSW year end and upcoming operations**

Board reviewed year-end financials, revenue and expenditures and operations, which will be sustainable for the next 2 years, to the end of the current agreement with the Department that ends March 2023. Thank you to all the CAOs, municipal staff, EDOs, EDCs, CFs, Chambers, government, agencies and industry partners that help make our region a success!

❖ **Alberta Recovery, Investment and Diversification Strategies**

Thank you to invited guest, Tom Mansfield, Executive Director, Regional and Industry Relations Branch, Alberta Jobs, Economy, and Innovation who joined the Board meeting to provide an overview of Alberta’s economic development strategies, and goals for diversification and investment attraction.

Details can be found at <https://www.alberta.ca/recovery-plan.aspx>



❖ **2021 reprint of National Geographic Crown of the Continent**

maps will be supported by Travel Alberta. This is much appreciated!

Over 1.5M maps have been distributed to local and international travellers.



Alberta SouthWest Regional Economic Development Alliance

International Economic Development Council (IEDC) Accredited Economic Development Organization (AEDO)

Green Destinations Top 100 Sustainable Global Destinations and Top 3 Best of the Americas

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