

**M.D. of Ranchland No.66  
Council Meeting Agenda**

**Municipal Building  
Chain Lakes Provincial Park**

**February 27, 2024  
at 10:30 AM**

**1. CALL TO ORDER**

**2. ACCEPTANCE OF AGENDA**

**3. APPROVAL OF MINUTES**

- A. Council Meeting of February 6, 2024

To be distributed

**4. DELEGATION'S SCHEDULE**

- A. Cale Leishman – ISL @ 10:30 am
- B. Mike Young – CEO Northback @ 1:00p.m
- C. Vern Emard – Ratepayer @ TBD pm
- D. .

**5. EXTERNAL CORRESPONDENCE – (for information)**

- A. Administration/ Finance
- B. Public Works
- C. Agriculture/ Parks & Recreation
- D. Emergency/ Protective Services
- E. Legislative / Planning /Development
- F. Other Business

**6. BUSINESS – (action items)**

**A. Administration/ Finance**

- i. Bank Rec. & Cheque listing ..... Pages 3-5
- ii. LAPP update ..... Page 6
- iii. MD of Ranchland Insurance Update ..... Pages 7/8
- iv.

**B. Public Works**

- i. .ISL Engineering delegation

**C. Agriculture/ Parks & Recreation**

- i. .

**D. Emergency/Protective Services**

- i. .

**E. Legislative/& Planning/Development**

- i. Northback Delegation
- ii. Delegation and Letter of concern : Vern Emard

**F. Other Business**

- i.

**7. IN-CAMERA (closed session)**

- A. Council Liaison Report
- B. Discussion re: RCMP Discussion
- C. Discussion: re Winter Public Works Hours
- D. Update re: Consolidation of the parcels Sec. 29-10-2 W5M north of the Old Man River
- E.

**8. BUSINESS ARISING FROM IN-CAMERA**

- A. Administration/ Finance
- B. Public Works
  - i. Public Works Winter Hours
- C. Agriculture/ Parks & Recreation
- D. Emergency/Protective Services
  - i. RCMP Discussion
- E. Legislative /& Planning /Development
  - i. Council Liaison Report
- F. Other Business

**9. ADJOURNMENT**

**MUNICIPAL DISTRICT OF RANGLAND No. 66**  
**Monthly Bank Statement Reconciliation**  
**For the month ending January 31, 2024**

	General Bank Account	Deferred Revenue Held on Deposit				TOTAL
		MSI Grant	CCBF Grant	ACP Grant	WtrC.C.R. Grant	
Net Balance in G.L. at end of previous month	2,451,975.77	662,100.19	1,214.18	126,709.12	953,853.87	4,195,853.13
Deposits	28,716.10					28,716.10
Earned Interest credited to account	12,595.53	3,108.11	5.57	621.61	4,511.27	20,842.09
Transfer: IMP - TCA Assessments	26,626.56			26,626.56		
Transfer: to correct error in 2023	- 429.55		429.55			
Transfer: Admin. Bldg. Project	1,208.20	- 1,208.20				
<i>Less:</i>						
Cheques Issued (016386 - 016390) & EFTs Issued (00926 - 00962)	- 143,179.66					- 143,179.66
January 15, 2024 Payroll (net)	- 31,203.87					- 31,203.87
January 30, 2024 Payroll (retro-pay)	- 3,889.80					- 3,889.80
Direct Withdrawal Payments	- 288.09					- 288.09
<b>Net G.L. Balance at end of month</b>	<b>2,342,131.19</b>	<b>664,000.10</b>	<b>1,649.30</b>	<b>100,704.17</b>	<b>958,365.14</b>	<b>4,066,849.90</b>
Bank Statement Balance at end of month	2,343,603.46	664,000.10	1,649.30	100,704.17	958,365.14	4,068,322.17
Less: Outstanding Cheques	- 1,472.27					- 1,472.27
<b>Net Bank Balance at end of month</b>	<b>2,342,131.19</b>	<b>664,000.10</b>	<b>1,649.30</b>	<b>100,704.17</b>	<b>958,365.14</b>	<b>4,066,849.90</b>

Net Bank Balance Jan. 31, 2023 **2,524,147.45**

*Gen. Account Outstanding Cheques*

<i>Cheque Number</i>	<i>Amount</i>
016374	172.27
016385	500.00
016389	800.00
<i>Total o/s cheques</i>	1,472.27

Notes:

1. Interest earned was at 5.40% in December (posted in Jan.)

Direct Withdrawals were:

Other (incl. bank fees)	288.09
	288.09

Acronyms

MSI - Municipal Sustainability Initiative  
CCBF - Canada Community Building Fund  
ACP - Alberta Community Partnership Fund  
WtrC.C.R. - Watercourse Crossing Remediation Grant  
IMP TCA - Infrastructure Master Plan - Tangible Capital Assets

Statement submitted to Council this 27th day of February, 2024

*Greg Brkich*  


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Accountant

**M.D. of Ranchland No. 66**

**JANUARY 2024 RECEIPTS**

Collections of Property Taxes, Grant-in-Place of Taxes & late pymt penalties	\$ -
Fine Revenue collected	594.00
Shop Rent collected (2 months)	6,804.00
Road Allowance Lease fees collected	390.00
Custom heavy equipment work incl. mulching	10,302.00
Gravel sales including trucking	8,374.04
Custom spraying and herbicide sales	-
Livestock Scale Rent collections	-
Sundry collections	558.09
FCSS Grant rec'd from Province	775.66
GST tax collected	918.31
Total Receipts that were Deposited in January 2024	<u>\$ 28,716.10</u>

M.D. of Ranchland No. 66

VENDOR PAYMENT REGISTER REPORT

\* JANUARY 2024

Document Number	Vendor Name	Description	Amount
16386	South Region Provincial ASB Conference	7 Registrations for the 2024 Provincial Ag. Service Board Conference	\$ 5,612.25
16387	Government of Alberta	Annual MSL (Gravel Pit) Lease fees	182.00
16388	Freshmart	Hosting supplies	110.03
16389	Alberta Municipal Supervisors Association	Annual Membership Fees	800.00
16390	Professional Vegetation Managers Association	Annual Membership Fees	262.50
EFT000926	Beverly Bowes	Catering	158.40
EFT000927	Brownlee LLP	Judicial Review file; FOIP file	4,639.95
EFT000928	Communications Group Lethbridge	Supply tower and re-install repeater equipment	12,938.31
EFT000929	Ron Davis	Deadstock Pick-up Program	1,000.00
EFT000930	Ferg's Septic Service Ltd.	Shops Septic Tank clean out	603.75
EFT000931	Manitoulin Transport	Public Works - Freight expenses	512.37
EFT000932	Laura Mowat	PW Shop Janitorial	280.00
EFT000933	Inspiris	Q1 Managed Services Contract	2,595.60
EFT000934	Federation of Canadian Municipalities	Annual Membership Fees	119.75
EFT000935	Receiver General	Second 1/2 December Payroll deduction remittance	9,978.29
EFT000936	Alberta Municipal Insurance Services	Monthly Group Benefits & Dec. Health Spending Account activity	6,881.20
EFT000937	Konica Minolta Business Solutions	Oct. & Dec. Copier/Printer Maintenance Service Agreement	579.70
EFT000938	MPE Engineering Ltd.	IMP Building & Roads Assessments	27,957.89
EFT000939	Nanton Auto Parts Ltd.	Public Work shop supplies	101.92
EFT000940	Peko Sanitation	7 months solid waste disposal	3,150.00
EFT000941	Canoe Procurement Group of Canada	Municipal Addressing signs/Grader part	89.69
EFT000942	UFA Co-operative Limited	Fuels	8,537.04
EFT000943	Wearpro Equipment & Supply Ltd	Grader blade/wing parts	1,729.98
EFT000944	Wilson Laycraft Barristers & Solicitors	Reconsideration file	369.60
EFT000945	Alberta Invasive Species Council	Sponsorship/Membership	2,000.00
EFT000946	ARMAA	Annual Membership Fees	200.00
EFT000947	Bell Canada	January Supernet Services	754.74
EFT000948	Foothills Forage & Grazing Association	Sponsorship/Membership	2,000.00
EFT000949	GFOA - Alberta Chapter	Annual Membership Fees	78.75
EFT000950	Doug Jensen	Q1 2024 Local Assessor fees	3,675.00
EFT000951	National Payroll Institute	Annual Membership Fees	325.50
EFT000952	Telus Communications Ltd.	Ag Shop phone lines (2)	139.96
EFT000953	Telus Communications Ltd.	Office phone lines (2)	219.53
EFT000954	Telus Communications Ltd.	Fax Line	69.98
EFT000955	Telus Communications Ltd.	Roads shop phone line	106.73
EFT000956	Telus Communications Ltd.	Ag office phone line	106.73
EFT000957	EPCOR Energy Services (Alberta)	All Power & Natural Gas bill (December)	2,472.26
EFT000958	Receiver General	First 1/2 January Payroll deduction remittance	18,593.07
EFT000959	Burke Creek Ranch Ltd.	Deadstock Pick-up Program	744.00
EFT000960	Carscallen LLP	Judicial Review Application file	5,611.20
EFT000961	Home Hardware - Nanton	Public Works Shop & general supplies	740.17
EFT000962	CIBC Credit Card Services	3 new laptops from Memory Express; Starlink Internet for shops; Garmin GPS costs; Multiple Registration Fees; Stationery office supplies; PW & Ag Shop supplies; Battery back-up device; GPS supplies; Membership Fees; Windows Pro software; 2 Office chairs; Meal receipts; Postage; Hosting supplies; electronic safety forms	16,151.82

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Total Payments Issued: 42

Total Amount of January Payments: \$ 143,179.66

**M.D. OF RANCLAND NO. 66  
REPORT TO COUNCIL**

Choose an item.

**Title:**                    **LAPP Update**

**Meeting Date:**        **Tuesday, February 27, 2024**

**Originated By:**        **Robert Strauss, CAO**

**Background:**            The MD of Ranchland is now live with the Local Authorities Pension Plan (LAPP) and we have had one information session with LAPP employees for the MD staff. We are technically in a transition stage whereby staff are making the personal decisions to opt-in or opt-out of the LAPP. I anticipate that final decisions by staff will be reached by March or early April of this year.

**Options for Action:**    1.) This is only an information update, therefore asking for any clarification required and then accepting for information would be appropriate.

**CAO's Review/  
Comments/:**            Available to answer any questions Council may have.

**Attachments:**            None.

**M.D. OF RANGLAND NO. 66  
REPORT TO COUNCIL  
Information Update (IU)**

**Title:** Report on Insurance Premiums

**Meeting Date:** February 27, 2024

**Originated By:** Greg Brkich, Municipal Accountant

**Acronyms:** RCV – Estimated Replacement Cost Value  
I.V. – Insured Value

**Background:** Below is a comparison of selected insurance premiums paid by the M.D. of Ranchland. (selected years)

**Insurance Year – Nov. 1, 2015 to Oct. 31, 2016**

- Admin Bldg.	- RCV - \$ 2,244,750.	- Premium \$ 3,340
- PW Shop	- RCV - \$ 1,071,125	- Premium \$ 2,196
- Claims Rated Premium Surcharge (Heavy Equip)	- Surcharge \$ 901	
- 2015 Cat Grader - I.V. - \$441,616		- Premium \$ 780
- 2008 Kenworth - I.V. - \$ 85,900		- Premium \$ 1,403
- Basic Liability		- Premium \$ 3,084

**Insurance Year – Nov. 1, 2022 to Oct. 31, 2023**

- Admin Bldg.	- RCV - \$ 2,612,766.	- Premium \$ 4,007
- PW Shop	- RCV - \$ 1,246,731	- Premium \$ 2,340
- Claims Rated Discount (Heavy Equip)	- Discount (\$ 3,092)	
- 2022 Cat Grader - I.V. - \$641,125		- Premium \$ 1,112
- 2015 Int'l Semi - I.V. - \$ 80,200		- Premium \$ 2,023
- Basic Liability		- Premium \$ 5,354

**Insurance Year – Nov. 1, 2023 to Oct. 31, 2024**

- Admin Bldg.	- RCV - \$ 2,795,659.	- Premium \$ 4,571
- PW Shop	- RCV - \$ 1,334,002	- Premium \$ 2,682
- Claims Rated Premium Surcharge (Heavy Equip)	- Surcharge \$ 3,497	
- 2022 Cat Grader - I.V. - \$737,294		- Premium \$ 1,279
- 2015 Int'l Semi - I.V. - \$ 80,200		- Premium \$ 2,124
- Basic Liability		- Premium \$ 5,190

**Options for Action:** For information – no action required by Council at this time.

**CAO's Review/  
Comments/:**

This is an information item to inform Council of the changes in Insurance premium rates

CAO's Initials \_\_\_\_\_