

AGENDA

REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD to be held Monday, August 14, 2023, 5:00 p.m. Town of Tofield Administration Building, Council Chambers.

1. Present

2. Call to Order

“As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. **We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.**”

3. Adoption of Agenda

4. Minutes

- (a) Minutes of the Regular Meeting of Council of the Town of Tofield held July 24, 2023.

5. Financial

- (a) Monthly Financial Statement for the period ending July 31, 2023.
 - (b) Budget Report for the month ending July 31, 2023.
 - (c) Open Payables for the month of July and August 2023 in the total amount of \$654,969.03
-

6. Correspondence

- Membership invitation from Federation of Canadian Municipalities (FCM);
- Tofield RCMP, Reporting Statistics

7. Closed Session

Section 21 – Harmful to Intergovernmental Relations - *Freedom of Information and Protection of Privacy Act.*

8. Adjournment

TOWN OF TOFIELD
MONTHLY STATEMENT
MONTH ENDING JULY 31, 2023

	General Account	Investments	Investment-Nesbitt Burns	TOTAL
Net Balance at End of Previous Month	1,457,328.36	248,155.21	1,422,602.25	3,128,085.82
ADD:				
Receipts for the Month				
Debentures	999,750.89			999,750.89
Interest on Account	7,597.00			0.00
Cancel Cheques	733.92			7,597.00
Reverse Annual Fees M/C				733.92
Service Charge Reversal	2.00			0.00
Sub Total	2,465,412.17	248,155.21	1,422,602.25	2.00
				4,136,169.63
LESS:				
Disbursements for the Month				
Utility Deposits	502,512.92			502,512.92
Debenture Payments				0.00
Service Charges	200.38			0.00
NSF Cheque	800.00			200.38
Cancel Receipt				800.00
Overdraft Interest				0.00
				0.00
NET BALANCE AT END OF MONTH	1,961,898.87	248,155.21	1,422,602.25	3,632,656.33
Balance at End of Month from Statement	1,959,593.68	248,155.21	1,422,602.25	3,630,351.14
ADD:				
O/S Telebank	14,008.63			14,008.63
O/S Direct Deposit				0.00
Outstanding Deposits	569.04			569.04
O/S Interac (Option Pay)	2,167.45			2,167.45
Bank Error	27.04			27.04
Sub Total	1,976,365.84	248,155.21	1,422,602.25	3,647,123.30
LESS:				
O/S Direct Deposit				
Outstanding Cheques	989.96			989.96
O/S Telebank	7,312.01			7,312.01
Bank Error	6,165.00			6,165.00
NET BALANCE AT END OF MONTH	1,961,898.87	248,155.21	1,422,602.25	3,632,656.33
	0.00			

THIS STATEMENT SUBMITTED TO COUNCIL THIS 14TH DAY OF AUGUST, 2023.

 CHIEF ELECTED OFFICIAL

 CHIEF ADMINISTRATIVE OFFICER



COUNCIL BUDGET MONTHLY BUDGET REPORT 31-Jul-23

	THIS PERIOD	YEAR-TO DATE	BUDGET	VARIANCE	% USED
OPERATING REVENUES					
1-01-000-00 Taxes & Grants in Lieu	205.73	(3,531,912.73)	(3,532,433.00)	(520.27)	99.99
1-02-000-00 General Municipal Revenues	(11,478.62)	(160,466.86)	(338,000.00)	(177,533.14)	47.48
1-12-000-00 Administration	(63,224.35)	(80,003.49)	(170,350.00)	(90,346.51)	46.96
1-24-000-00 Emergency Management	-	(33,165.00)	(47,000.00)	(13,835.00)	70.56
1-26-000-00 Bylaw Enforcement	(20,150.00)	(22,210.00)	(23,000.00)	(790.00)	96.57
1-32-000-00 Roads, Streets, Walks, Lighting	(18,241.00)	(46,850.53)	(48,380.00)	(1,529.47)	96.84
1-33-000-00 Airport	(2,138.00)	(11,069.18)	(19,600.00)	(8,530.82)	56.48
1-41-000-00 Water Supply & Distribution	(134,464.73)	(742,037.41)	(1,181,700.00)	(439,662.59)	62.79
1-42-000-00 Sanitary Sewage & Treatment	(14,834.03)	(106,611.18)	(180,300.00)	(73,688.82)	59.13
1-43-000-00 Garbage Collection & Disposal	(10,574.35)	(73,183.49)	(126,400.00)	(53,216.51)	57.90
1-51-000-00 Family Community Support Services	(42,519.36)	(260,109.57)	(316,117.00)	(56,007.43)	82.28
1-56-000-00 Cemetery	(4,800.00)	(18,400.00)	(30,000.00)	(11,600.00)	61.33
1-70-000-00 Community Develop. Administration	-	(11,000.00)	(11,000.00)	-	100.00
1-71-000-00 Tourism/Economic Development	(2,600.00)	(36,818.15)	(43,800.00)	(6,981.85)	84.06
1-72-000-00 Community Hall	(1,180.00)	(8,387.87)	(36,000.00)	(27,612.13)	23.30
1-73-000-00 Transportation Tofield Bus	(2,604.00)	(7,921.00)	(13,000.00)	(5,079.00)	60.93
1-74-000-00 Recreation Programs	(9,977.00)	(29,597.00)	(23,200.00)	6,397.00	127.57
1-76-000-00 Parks	(8,413.15)	(24,056.69)	(73,547.00)	(49,490.31)	32.71
1-75-000-00 Library	(3,291.00)	(3,291.00)	(114,368.00)	(111,077.00)	2.88
1-97-000-00 Operating Reserve	-	-	(50,000.00)	(50,000.00)	-
TOTAL: OPERATING REVENUES	(350,283.86)	(5,207,091.15)	(6,378,195.00)	(1,171,103.85)	81.64



COUNCIL BUDGET MONTHLY BUDGET REPORT 31-Jul-23

	THIS PERIOD	YEAR-TO DATE	BUDGET	VARIANCE	% USED
OPERATING EXPENDITURES					
2-11-000-00 Council & Other Legislative	7,621.76	56,645.23	97,100.00	40,454.77	58.34
2-12-000-00 General Administration	69,332.31	676,643.20	1,117,523.00	440,879.80	60.55
2-23-000-00 Fire Fighting & Preventative Serv	-	170,388.87	358,274.00	187,885.13	47.56
2-24-000-00 Emergency Management	3,000.00	27,423.99	47,000.00	19,576.01	58.35
2-26-000-00 Bylaw Enforcement	4,689.63	58,219.23	134,946.00	76,726.77	43.14
2-32-000-00 Roads, Streets, Walks & Lighting	50,902.58	625,287.06	1,151,590.00	526,302.94	54.30
2-33-000-00 Airport	302.06	5,295.13	23,700.00	18,404.87	22.34
2-41-000-00 Water Supply & Distribution	135,642.53	662,152.17	1,135,642.00	473,489.83	58.31
2-42-000-00 Sanitary Sewage & Treatment	8,389.03	73,466.85	128,280.00	54,813.15	57.27
2-43-000-00 Garbage Collection & Disposal	-	52,536.00	102,000.00	49,464.00	51.51
2-51-000-00 Family Community Support Services	24,319.16	181,988.85	316,118.00	134,129.15	57.57
2-56-000-00 Cemetery	1,818.66	15,638.12	28,200.00	12,561.88	55.45
2-70-000-00 Community Development Administratio	8,124.81	56,879.82	96,500.00	39,620.18	58.94
2-71-000-00 Tourism/Economic Development	4,125.59	53,024.76	104,515.00	51,490.24	50.73
2-72-000-00 Community Hall	2,181.46	26,450.66	48,650.00	22,199.34	54.37
2-73-000-00 Transportation Tofield Bus	1,335.51	14,427.52	23,000.00	8,572.48	62.73
2-74-000-00 Recreation Program	16,094.17	21,913.71	45,200.00	23,286.29	48.48
2-76-000-00 Parks	49,314.78	251,644.21	446,135.00	194,490.79	56.41
2-75-000-00 Library	553.74	104,338.40	191,748.00	87,409.60	54.41
2-99-750-00 School Requisition	-	343,263.80	660,039.00	316,775.20	52.01
2-99-752-00 Beaver Foundation Requisition	-	60,796.72	121,594.00	60,797.28	50.00
2-99-756-00 Designated Industrial Property	-	-	424.00	424.00	-
TOTAL: OPERATING EXPENDITURES	387,747.78	3,538,424.30	6,378,178.00	2,839,753.70	55.48



COUNCIL BUDGET MONTHLY BUDGET REPORT 31-Jul-23

	THIS PERIOD	YEAR-TO DATE	BUDGET	VARIANCE	% USED
FINANCES ACQUIRED					
5-12-000-00 Administration	-	(364,765.00)	-	364,765.00	-
5-32-000-00 Roads, Streets, Walks, Lighting	(36,120.00)	(40,635.00)	(374,456.00)	(333,821.00)	10.85
5-42-000-00 Sanitary Sewage & Treatment	-	-	(26,935.00)	(26,935.00)	-
5-56-000-00 Cemetery	-	-	(20,000.00)	(20,000.00)	-
5-66-000-00 Subdivision Land & Development	-	(564,230.00)	-	564,230.00	-
5-71-000-00 Tourism/Economic Development	-	-	(18,000.00)	(18,000.00)	-
5-72-000-00 Community Hall	-	-	(45,500.00)	(45,500.00)	-
5-76-000-00 Parks	-	(45,795.00)	(522,400.00)	(476,605.00)	8.77
TOTAL: FINANCES ACQUIRED	(36,120.00)	(1,015,425.00)	(1,007,291.00)	8,134.00	100.81
FINANCES APPLIED					
6-32-000-00 Roads, Streets, Walks, Lighting	2,010.00	183,782.57	374,456.00	190,673.43	49.08
6-42-000-00 Sanitary Sewage & Treatment	-	-	26,935.00	26,935.00	-
6-56-000-00 Cemetery	-	-	20,000.00	20,000.00	-
6-71-000-00 Tourism/Economic Development	-	-	18,000.00	18,000.00	-
6-72-000-00 Community Hall	-	45,450.00	45,500.00	50.00	99.89
6-76-000-00 Parks	70,329.61	315,642.06	522,400.00	206,757.94	60.42
TOTAL: FINANCES APPLIED	72,339.61	544,874.63	1,007,291.00	462,416.37	54.09

July 2023 Advances	Stub 10505 – 10526	\$19,350.00
July 2023 Payroll	Stub 10579 – 10606	\$81,749.67
July 2023 Council	Stub 10607 – 10611	\$ 3,679.20

Total		\$104,778.87
-------	--	--------------

	0.*
	19,350.00+
	81,749.67+
	3,679.20+
003	104,778.87+
	473,716.43+
	576.19+
	2,100.00+
	31,341.49+
	42,456.05+
008	654,969.03*
	0.*

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
12	23/07/14	2-12-250-00	C900010532	CANADIAN LINEN AND UNIFORM	RUGS	47.24
	23/07/14	2-12-250-00	C900010532	CANADIAN LINEN AND UNIFORM	RUGS	47.24
	23/08/04	2-12-250-00	C900010633	CANADIAN LINEN AND UNIFORM	RUGS	47.24
	23/08/04	2-12-250-00	C900010633	CANADIAN LINEN AND UNIFORM	RUGS	47.24
	23/08/11	2-12-250-00	C900010655	BLACK & MCDONALD LIMITED	REPLACE ECONOMIZER MOTOR	2,355.00
	23/07/14	2-12-510-00	C900010559	TRU HARDWARE	BILLINGS	14.19
	23/07/14	2-12-510-00	C900010541	IRON MOUNTAIN CANADA OPERATION	RECYCLE BIN	164.99
	23/07/14	2-12-510-00	C900010545	NORTHERN GRAPHICS	CANADA DAY PARADE SIGN	300.00
	23/07/14	2-12-510-00	C000016580	GUARDIAN DRUGS	JANITORIAL SUPPLIES	46.97
	23/07/14	2-12-510-00	C900010535	DUECK, DEBORA	ARTIFICIAL GRASS/ PARADE FLOAT	418.00
	23/07/28	2-12-510-00	C900010534	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	87.27
	23/07/31	2-12-510-00	C000016590	GUARDIAN DRUGS	JANITORIAL SUPPLIES	12.57
	23/08/04	2-12-510-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	695.08
	23/07/31	2-12-540-50	C900010641	IRON MOUNTAIN CANADA OPERATION	RECYCLE BIN	181.49
	23/07/31	2-12-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - ADMIN BLDG	1,466.15
	23/07/21	4-12-230-00	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - ADMIN BLDG	39.89
	23/08/08	4-12-230-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	2,100.00
	23/08/08	4-12-231-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	23,498.14
	23/08/08	4-12-232-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	13,339.06
	23/07/28	4-12-234-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	4,067.06
	23/07/14	4-12-235-00	C900010619	LOCAL AUTHORITIES PENSION PLAN	EMP #215 - REMITTANCE	17,369.29
	23/08/04	4-12-235-00	C900010530	AMSC INSURANCE SERVICES LTD.	REMITTANCE/ ACCT 2-0815	11,290.77
	23/07/28	4-12-239-00	C900010629	AMSC INSURANCE SERVICES LTD.	REMITTANCE/ ACCT 2-0815	11,288.14
			C900010628	TOWN OF TOFIELD SOCIAL FUND	REMITTANCE	170.00
					FUNCTION TOTAL	125,282.93
24	23/07/21	2-24-230-00	C900010564	BOLT FROM THE BLUE	PERSONNEL ORIENTATION	3,000.00
					FUNCTION TOTAL	3,000.00
26	23/08/04	2-26-255-00	C900010643	RAMEUS INVESTMENTS	YARD MAINTENANCE	1,070.00
	23/07/14	2-26-260-00	C900010557	TOWN OF VEGREVILLE	BYLAW ENFORCEMENT	5,759.63
	23/08/11	2-26-260-00	C900010664	TOWN OF VEGREVILLE	BYLAW ENFORCEMENT	6,975.20
					FUNCTION TOTAL	13,804.83
32	23/07/19	2-32-215-00	AP DRCT DB	TELUS MOBILITY	BUSINESS CONNECT - OPERATIONS	35.95
	23/08/08	2-32-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	INTERNET - PUBLIC WORKS	127.00
	23/08/08	2-32-215-00	AP DRCT DB	TELUS MOBILITY	CELL PHONES- OPERATIONS	425.72
	23/07/14	2-32-520-00	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	215.92
	23/07/31	2-32-520-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	41.90
	23/07/14	2-32-520-41	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	55.90
	23/07/14	2-32-520-44	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	36.54
	23/08/11	2-32-520-44	C000016598	NAPA AUTO PARTS TOFIELD	BILLINGS	27.95
	23/07/14	2-32-520-50	C900010559	TRU HARDWARE	BILLINGS	21.63

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
32	23/07/14	2-32-520-54	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	34.47
	23/07/14	2-32-520-54	C900010534	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	35.79
	23/07/14	2-32-520-58	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	91.64
	23/07/21	2-32-520-58	C900010568	FXD AUTO & PARTS LTD.	AC TOP-UP	430.30
	23/07/31	2-32-520-58	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	305.50
	23/08/11	2-32-520-58	C000016598	NAPA AUTO PARTS TOFIELD	BILLINGS	31.37
	23/08/11	2-32-520-58	C900010657	CUBEX LIMITED	BEARING, FLANGE	369.75
	23/07/14	2-32-520-71	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	81.48
	23/07/14	2-32-521-00	C900010534	CANOE PROCUREMENT GROUP OF CAN	PUBLIC WORKS FUEL	1,938.51
	23/07/14	2-32-521-00	C900010560	WILD ROSE CO-OPERATIVE ASSOCIA	FUEL - PUBLIC WORKS	1,081.85
	23/07/14	2-32-521-00	C000016584	WEX CANADA LTD.	FUEL	330.35
	23/08/11	2-32-521-00	C900010656	CANOE PROCUREMENT GROUP OF CAN	PUBLIC WORKS FUEL	1,769.59
	23/08/11	2-32-521-00	C900010666	WILD ROSE CO-OPERATIVE ASSOCIA	FUEL - PUBLIC WORKS	645.10
	23/07/14	2-32-530-00	C000016603	WEX CANADA LTD.	FUEL	455.10
	23/07/14	2-32-530-00	C900010559	TRU HARDWARE	BILLINGS	127.50
	23/07/14	2-32-530-00	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	288.84
	23/07/14	2-32-530-00	C900010533	CANADIAN NATIONAL	GATES MAINTENANCE	326.50
	23/07/14	2-32-530-00	C900010538	GREGG DISTRIBUTORS	FILTER	29.75
	23/07/14	2-32-530-00	C900010538	GREGG DISTRIBUTORS	BATTERY	25.44
	23/07/14	2-32-530-00	C900010532	CANADIAN LINEN AND UNIFORM	RUGS	28.32
	23/07/14	2-32-530-00	C900010532	CANADIAN LINEN AND UNIFORM	RUGS	28.32
	23/07/14	2-32-530-00	C900010528	AEGIS SECURITY	VANDAL RESITANT SIREN W/STROBE	224.99
	23/07/21	2-32-530-00	C900010561	XPRT OFFICE SOLUTIONS	COPIES	36.42
	23/07/28	2-32-530-00	C900010577	YOUR DOLLAR STORE (YDSWM)	JANITORIAL/ DISH SOAP	3.00
	23/07/28	2-32-530-00	C900010617	HARE FOODS LTD.	ACCOUNT 7506989	46.37
	23/07/28	2-32-530-00	C900010617	HARE FOODS LTD.	ACCOUNT 7506989	25.99
	23/07/31	2-32-530-00	C900010617	HARE FOODS LTD.	ACCOUNT 7506989	25.18
	23/08/04	2-32-530-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	115.96
	23/08/04	2-32-530-00	C900010649	TRU HARDWARE	BILLINGS	369.39
	23/08/04	2-32-530-00	C900010634	CANADIAN NATIONAL	GATES MAINTENANCE	326.50
	23/08/04	2-32-530-00	C900010646	TOFIELD ELECTRIC INC.	REPAIR LIGHTS @ SHOP	573.48
	23/08/04	2-32-530-00	C900010633	CANADIAN LINEN AND UNIFORM	RUGS	28.32
	23/08/04	2-32-530-00	C900010633	CANADIAN LINEN AND UNIFORM	RUGS	28.32
	23/08/11	2-32-530-00	C900010650	XPRT OFFICE SOLUTIONS	COPIES	14.93
	23/08/11	2-32-530-00	C000016598	NAPA AUTO PARTS TOFIELD	BILLINGS	585.24
	23/08/11	2-32-530-00	C900010656	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	149.99
	23/08/04	2-32-530-02	C000016601	SHAW TRAFFIC	INV 6425.2023.68001336 / PANEL	244.48
	23/07/14	2-32-530-03	C900010636	DRIVEN TRANSPORT INC	GRAVEL FOR ALLEYS	350.00
	23/07/21	2-32-530-03	C900010559	TRU HARDWARE	BILLINGS	8.87
	23/07/21	2-32-530-03	C900010565	BORDER PAVING LTD.	COLD MIX	1,471.50
	23/07/31	2-32-540-50	C900010578	1960803 ALBERTA LTD.	PROPANE BOTTLES	73.98
	23/07/31	2-32-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - PUBLIC WORKS	9,037.49
	23/07/31	2-32-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - PUBLIC WORKS	100.47
	23/07/28	6-32-610-01	C900010626	SELECT ENGINEERING CONSULTANTS	CONCRETE IMPROVEMENTS	2,010.00
					FUNCTION TOTAL	25,294.85
33	23/07/21	2-33-250-00	C000016586	GUARDIAN DRUGS	JANITORIAL SUPPLIES	29.10

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
33	23/07/28	2-33-250-00	C900010613	DEMERS, ELISA	JANITORIAL - AIRPORT	50.00
	23/07/28	2-33-250-00	C900010620	PIDERNAL, MARY GRACE	JANITORIAL - AIRPORT	50.00
	23/07/31	2-33-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - AIRPORT	105.70
	23/07/31	2-33-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - AIRPORT	67.26
FUNCTION TOTAL						302.06
41	23/07/21	2-41-215-00	C900010572	MCSNET	CUST 0054024/ INTERNET	109.90
	23/08/08	2-41-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - WATER STORAGE	306.95
	23/07/14	2-41-250-00	C900010528	AEGIS SECURITY	CAMERA @ WEST RESERVOIR	375.00
	23/08/04	2-41-250-00	C900010639	HACH SALES & SERVICE CANADA LP	CHLORINE	441.00
	23/08/11	2-41-250-00	C900010656	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	7.28
	23/07/14	2-41-251-00	C900010527	ACCU-FLO METER SERVICE LTD.	METERS/ 2" MACH 10 ULTRASONIC	7,611.00
	23/07/21	2-41-251-00	C900010563	ACCU-FLO METER SERVICE LTD.	3" WATER METER/ FIRE HALL	4,900.00
	23/07/31	2-41-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - WATER STORAGE	4,984.64
	23/07/31	2-41-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	WATER STORAGE	354.50
	23/07/14	2-41-550-00	C900010539	HIGHWAY 14 REGIONAL WATER	ACCT 371341.01	35,949.67
	23/07/14	2-41-550-00	C900010539	HIGHWAY 14 REGIONAL WATER	ACCT 395431.01	72,156.23
	23/08/04	2-41-550-00	C900010640	HIGHWAY 14 REGIONAL WATER	ACCT 371341.01	30,765.63
	23/08/04	2-41-550-00	C900010640	HIGHWAY 14 REGIONAL WATER	ACCT 395431.01	39,212.07
	23/08/04	3-41-274-00	C000016593	REFUND-UT-0001104000	BURKHOLDER, GLENN	108.10
FUNCTION TOTAL						197,281.97
42	23/07/14	2-42-215-00	C900010543	MCSNET	LAGOON INTERNET INSTALLATION	62.24
	23/07/14	2-42-215-00	C900010531	BELL MOBILITY	CELL PHONES - LIFT STATION	7.96
	23/07/21	2-42-215-00	C900010572	MCSNET	CUST 0054024/ INTERNET	54.90
	23/08/08	2-42-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - SEWER	66.65
	23/07/14	2-42-250-00	C900010559	TRU HARDWARE	BILLINGS	6.78
	23/07/14	2-42-250-00	C900010553	TOFIELD ELECTRIC INC.	REPLACE PUMP METER @ LAGOON	215.94
	23/07/31	2-42-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - SEWER	700.02
FUNCTION TOTAL						1,114.49
43	23/08/04	2-43-550-00	C900010635	CLAYSTONE WASTE LTD.	GARBAGE COLLECTION	8,983.50
FUNCTION TOTAL						8,983.50
51	23/07/19	2-51-215-00	AP DRCT DB	TELUS MOBILITY	BUSINESS CONNECT - FCSS	143.80
	23/08/04	2-51-215-00	C900010650	XPRT OFFICE SOLUTIONS	TONER / FREIGHT	15.00
	23/08/11	2-51-220-00	C900010663	TOFIELD MERCURY PUBLISHING LTD	AD/ RCMP SALUTE	42.00
	23/07/28	2-51-245-00	C900010613	DEMERS, ELISA	JANITORIAL - FCSS	50.00
	23/07/28	2-51-245-00	C900010620	PIDERNAL, MARY GRACE	JANITORIAL - FCSS	50.00
	23/08/11	2-51-400-00	C900010656	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	177.71
	23/07/14	2-51-400-01	C000016580	GUARDIAN DRUGS	PRIZE/ CANADA DAY	36.94

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
51	23/07/14	2-51-400-01	C900010534	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	
	23/07/14	2-51-400-01	C000016585	ZOO 2 U		32.73
	23/08/11	2-51-400-01	C900010663	TOFIELD MERCURY PUBLISHING LTD	SUMMER PROGRAM VISIT	300.00
	23/07/28	2-51-400-04	C900010618	IRVINE, CHARLENE	AD/ TOOLS FOR SCHOOL	259.00
	23/07/14	2-51-400-06	C900010554	TOFIELD LODGE	GENERAL COUNSELLOR	5,280.00
	23/08/04	2-51-400-06	C900010647	TOFIELD LODGE	MEALS ON WHEELS	360.00
	23/07/14	2-51-400-07	C900010555	TOFIELD MERCURY PUBLISHING LTD	MEALS ON WHEELS	344.00
	23/07/21	2-51-400-14	C900010570	HARE FOODS LTD.	AD/ CANADA DAY	60.00
	23/07/21	2-51-400-14	C900010570	HARE FOODS LTD.	ACCOUNT 7506990	96.67
	23/07/31	2-51-400-14	AP DRCT DB	BMO BANK OF MONTREAL	ACCOUNT 7506990	105.06
	23/07/14	2-51-510-00	C900010534	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	88.00
					BILLINGS	48.98
					FUNCTION TOTAL	7,489.89
56	23/08/04	2-56-250-00	C900010649	TRU HARDWARE	BILLINGS	157.98
	23/08/04	2-56-250-00	C900010632	CAMROSE LANDSCAPE SUPPLIES	TOPSOIL	348.00
					FUNCTION TOTAL	505.98
71	23/07/21	2-71-215-00	C900010572	MCSNET	CUST 0054024/ INTERNET	49.95
	23/08/08	2-71-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - NATURE CENTRE	86.60
	23/07/28	2-71-240-00	C900010613	DEMERS, ELISA	JANITORIAL - NATURE CENTRE	150.00
	23/07/28	2-71-240-00	C900010620	PIDERNAL, MARY GRACE	JANITORIAL - NATURE CENTRE	150.00
	23/07/14	2-71-250-00	C900010559	TRU HARDWARE	BILLINGS	21.98
	23/07/21	2-71-250-00	C000016586	GUARDIAN DRUGS	JANITORIAL SUPPLIES	27.72
	23/07/21	2-71-250-00	C900010573	PLATINUM SUPPLY 2022 LTD.	JANITORIAL/ BATHROOM TISSUE	76.74
	23/07/28	2-71-250-00	C000016590	GUARDIAN DRUGS	JANITORIAL SUPPLIES	15.96
	23/07/28	2-71-250-00	C900010612	AEGIS SECURITY	DOOR SENSOR	174.99
	23/07/28	2-71-250-00	C900010642	NORTHERN GRAPHICS	SIGNS/ SNOWGOOSE	605.00
	23/08/04	2-71-400-01	C900010642	NORTHERN GRAPHICS	SIGNS/ SNOWGOOSE	174.99
	23/07/31	2-71-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - NATURE CENTRE	383.80
	23/07/31	2-71-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - NATURE CENTRE	122.90
					FUNCTION TOTAL	1,865.64
72	23/07/14	2-72-240-00	C900010536	DUKART, DENISE M.	HALL CARETAKER	750.00
	23/07/28	2-72-240-00	C900010615	DUKART, DENISE M.	HALL CARETAKER	750.00
	23/08/11	2-72-240-00	C900010659	DUKART, DENISE M.	HALL CARETAKER	750.00
	23/07/31	2-72-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - COMMUNITY HALL	514.60
	23/07/31	2-72-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - COMMUNITY HALL	74.46
					FUNCTION TOTAL	2,839.06
73	23/07/14	2-73-251-00	C900010531	BELL MOBILITY	CELL PHONE - HANDIVAN	15.21
	23/07/14	2-73-251-00	C900010534	CANOE PROCUREMENT GROUP OF CAN	FUEL - HANDIVAN	450.30
	23/07/28	2-73-251-00	C900010616	FORSTNER, DORIS	SHUTTLE DRIVER	870.00

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
73	23/08/11	2-73-251-00	C900010656	CANOE PROCUREMENT GROUP OF CAN	FUEL - HANDIVAN	560.33
FUNCTION TOTAL						1,895.84
74	23/07/21	1-74-400-03	C000016587	MACNEIL, CHARLENE	REFUND BUS TO SWIM	130.00
	23/07/21	1-74-400-03	C000016589	REAP, GLEN	REFUND BUS TO SWIM	80.00
	23/07/28	1-74-400-03	C000016591	RUSSELL, DEBRA	SWIM LESSONS REFUND	50.00
	23/08/11	1-74-400-03	C000016595	GALLINGER, SARA	REFUND/ BUS TO SWIM	130.00
	23/08/11	1-74-400-03	C000016600	REAP, GLEN	REFUND/ BUS TO SWIM	65.00
	23/08/11	1-74-400-03	C000016596	HARTINGER, STACEY	REFUND/ BUS TO SWIM	65.00
	23/08/11	1-74-400-03	C000016597	MCNABB, JENNIFER	REFUND/ BUS TO SWIM	65.00
	23/08/11	1-74-400-03	C000016599	PETERS, ANGELA	REFUND/ BUS TO SWIM	130.00
	23/08/11	1-74-400-03	C000016602	TORPE, KRISTA	REFUND/ BUS TO SWIM	130.00
	23/07/14	1-74-400-10	C900010552	TOFIELD AGRICULTURAL SOCIETY	WESTERN DAYS/ NUTREIN	1,000.00
	23/07/14	1-74-400-10	C900010552	TOFIELD AGRICULTURAL SOCIETY	WESTERN DAYS/ PARKSTONE	1,500.00
	23/07/14	1-74-400-10	C900010552	TOFIELD AGRICULTURAL SOCIETY	WESTERN DAYS/ FORTIS ALBERTA	1,000.00
	23/07/14	1-74-400-10	C900010556	TOTAL RY-TOF TOURNAMENT	RY-TOF REGISTRATIONS	10,600.00
	23/08/04	1-74-400-10	C900010648	TOTAL RY-TOF TOURNAMENT	REGISTRATIONS JULY 1-31	6,500.00
	23/07/14	2-74-400-03	C000016582	SALTO GYMNASTICS	JULY 18/ SUMMER PROGRAM	240.00
	23/07/14	2-74-400-03	C000016576	ALBERTA AVIATION MUSEUM ASSOC	BOOKING 18760/ JULY 18	264.38
	23/07/14	2-74-400-03	C900010566	DIMRI, ANSCH	SUMMER FLEX STUDENT	397.50
	23/07/13	2-74-400-03	C900010544	MOOS, MAKENNA	MILEAGE/ SUMMER PROGRAM	173.56
	23/07/21	2-74-400-03	C000016573	TELUS WORLD OF SCIENCE EDMONTO	BOOKING 2174309/ JULY 11	320.40
	23/07/28	2-74-400-03	C000016588	PETTY CASH	FIREWORKS SPEAKERS/ PETTY CASH	87.00
	23/07/28	2-74-400-03	C900010617	HARE FOODS LTD.	ACCOUNT 7506989	31.52
	23/07/28	2-74-400-03	C000016592	TIEDEMANN, JUSTIN	BACKYARD BALLOON/ CARNIVAL DAY	150.00
	23/07/28	2-74-400-03	C900010614	DIMRI, ANSH	SUMMER FLEX/ 07/17-07/28	663.75
	23/07/31	2-74-400-03	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	740.74
	23/08/04	2-74-400-03	C900010638	EGLAUER, VANITA	SNACKS FOR FIELD TRIPS	346.34
	23/08/11	2-74-400-03	C900010663	TOFIELD MERCURY PUBLISHING LTD	AD/ BUS TO SWIM LESSONS	57.00
	23/08/11	2-74-400-03	C900010663	TOFIELD MERCURY PUBLISHING LTD	AD/ BUS TO SWIM	57.00
	23/07/14	2-74-400-10	C900010555	TOFIELD MERCURY PUBLISHING LTD	AD/ CANADA DAY CELEBRATION	239.00
	23/07/14	2-74-400-10	C900010555	TOFIELD MERCURY PUBLISHING LTD	AD/ CANADA DAY CELEBRATIONS	259.00
	23/07/14	2-74-400-10	C900010547	RLT TECHNOLOGIES	INFLATABLES/ CANADA DAY	1,237.50
	23/07/21	2-74-400-10	C900010571	HILLYER, DAN	FIREWORKS/ CANADA DAY	1,524.94
	23/07/21	2-74-400-10	C900010569	HANDS FIREWORKS	FIREWORKS/ CANADA DAY	1,954.42
FUNCTION TOTAL						29,548.25
75	23/08/08	2-75-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - LIBRARY	153.81
	23/07/28	2-75-240-00	C900010613	DEMERS, ELISA	JANITORIAL - LIBRARY	200.00
	23/07/28	2-75-240-00	C900010620	PIDERNAL, MARY GRACE	JANITORIAL - LIBRARY	200.00
FUNCTION TOTAL						553.81
76	23/08/08	2-76-215-00	AP DRCT DB	TELUS MOBILITY	CELL PHONES - PARKS	105.77

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
76	23/08/04	2-76-215-01	C900010651	XPLORE INC.	ACCT 1672172/ WIFI@ CAMPGROUND	160.00
	23/07/14	2-76-225-00	C900010529	ALBERTA RECREATION & PARKS ASS	MEMBER 25250 RENEWAL	315.00
	23/07/14	2-76-250-00	C900010538	GREGG DISTRIBUTORS	GARBAGE BAGS	97.76
	23/07/28	2-76-250-00	C900010622	RAY'S TRAILER SALES AND BOBCAT	T2/ SPINDLE	944.47
	23/07/31	2-76-250-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	1,608.75
	23/08/11	2-76-250-00	C900010653	BARDO LUTHERAN CHURCH	PROMENADE CLEAN UP	400.00
	23/07/14	2-76-250-01	C900010559	TRU HARDWARE	BILLINGS	43.97
	23/07/14	2-76-250-01	C900010549	SPORTFACTOR INC.	BASKETBALL NET	36.00
	23/07/14	2-76-250-01	C900010534	CANOE PROCUREMENT GROUP OF CAN	FUEL - SPORTSFIELDS	316.60
	23/07/14	2-76-250-01	C900010560	WILD ROSE CO-OPERATIVE ASSOCIA	FUEL - SPORTSFIELDS	63.36
	23/07/31	2-76-250-01	C000016577	BLUE IMP PLAY STRONG	PLAYERS BENCH	1,062.00
	23/08/08	2-76-250-01	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	468.20
	23/08/11	2-76-250-01	AP DRCT DB	TELLUS MOBILITY	CELL PHONES - PARKS	105.76
	23/08/11	2-76-250-01	C000016598	NAPA AUTO PARTS TOFIELD	BILLINGS	6.08
	23/08/11	2-76-250-01	C900010656	CANOE PROCUREMENT GROUP OF CAN	FUEL - SPORTSFIELDS	229.03
	23/08/11	2-76-250-01	C900010666	WILD ROSE CO-OPERATIVE ASSOCIA	FUEL - SPORTSFIELDS	93.36
	23/07/14	2-76-250-02	C000016603	WEX CANADA LTD.	FUEL - SPORTSFIELDS	52.44
	23/07/31	2-76-250-02	C900010559	TRU HARDWARE	BILLINGS	9.99
	23/08/04	2-76-250-02	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - CAMPGROUND	704.05
	23/08/04	2-76-250-02	C900010649	TRU HARDWARE	BILLINGS	29.26
	23/08/11	2-76-250-03	C900010646	TOFIELD ELECTRIC INC.	ELECTRIC HAND DRYERS	2,645.94
	23/07/14	2-76-250-04	C900010660	GREGG DISTRIBUTORS	GARBAGE BAGS	190.18
	23/07/28	2-76-250-04	C900010559	TRU HARDWARE	BILLINGS	34.99
	23/07/14	2-76-520-00	C900010624	SCHINKEL, LYLA-JO	WATERING	2,000.00
	23/07/14	2-76-520-00	C000016581	NAPA AUTO PARTS TOFIELD	BILLINGS	5.22
	23/07/14	2-76-520-00	C900010558	TREADPRO TIRE CENTRE	REPAIR MOWER TIRE	15.00
	23/07/21	2-76-520-00	C000016583	THE LAWNMOWER HOSPITAL	PRECISION BLADE BALANCER	220.23
	23/07/21	2-76-520-00	C900010576	TREADPRO TIRE CENTRE	TIRE REPAIR/ JD MOWER	45.00
	23/08/11	2-76-520-00	C900010574	RAY'S TRAILER SALES AND BOBCAT	PARKS/ BLADES	157.97
	23/08/11	2-76-520-00	C900010665	TREADPRO TIRE CENTRE	TORO MOWER T2 REPAIR	40.00
	23/07/14	2-76-521-00	C900010656	CANOE PROCUREMENT GROUP OF CAN	BILLINGS	16.30
	23/07/14	2-76-521-00	C900010534	CANOE PROCUREMENT GROUP OF CAN	FUEL - PARKS	316.60
	23/08/11	2-76-521-00	C900010560	WILD ROSE CO-OPERATIVE ASSOCIA	FUEL - PARKS	63.35
	23/08/11	2-76-521-00	C900010656	CANOE PROCUREMENT GROUP OF CAN	FUEL - PARKS	560.34
	23/08/11	2-76-521-00	C900010666	WILD ROSE CO-OPERATIVE ASSOCIA	FUEL - PARKS	93.35
	23/07/14	6-76-610-01	C000016603	WEX CANADA LTD.	FUEL - PARKS	52.43
	23/07/28	6-76-610-01	C900010542	KANTRAX CONTRACTORS LTD.	TRAILS/ JUNE PROGRESS	64,360.63
	23/07/21	6-76-610-03	C900010626	SELECT ENGINEERING CONSULTANTS	TRAIL IMPROVEMENTS	4,880.00
			C900010567	FOX ENERGY SYSTEMS INC.	SIGN	1,088.98
					FUNCTION TOTAL	83,638.36
99	23/08/11	2-99-752-00	C900010654	BEAVER FOUNDATION	REQUISITION - 3RD QUARTER	30,398.36
					FUNCTION TOTAL	30,398.36

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD held Monday July 24, 2023 Town of Tofield Administration Building Council Chambers

- PRESENT**
1. Mayor Dueck; Councillors, Tiedemann, Martineau, Conquest and Chehade; Chief Administrative Officer Cindy Neufeld and Assistant Chief Administrative Officer Edwards.
- Also Present: John Maher, Tofield Mercury.
- CALL TO ORDER**
2. Mayor Dueck called the meeting to order at 5:00 p.m.
- "As we gather here today, we acknowledged that we are on Treaty 6 Territory and the Homeland of the Metis and that we pay our respect to the First Nations and Metis ancestors of this place and reaffirm our relationship with one another"
- ADOPTION OF AGENDA**
3. **MOVED** by Tiedemann that the Agenda be approved as amended.
- 01-07-23 CARRIED UNANIMOUSLY
- Add: 7. (d) Economic Development Association
(e) Representation on Associations/Societies
- MINUTES**
4. (a) **MOVED** by Chehade that the Minutes of the Regular meeting of Council of the Town of Tofield held June 26, 2023, be approved as presented.
- 02-07-23 CARRIED UNANIMOUSLY
- FINANCIAL**
5. (a) **MOVED** by Martineau that the Monthly Financial Statement for the period ending June 30, 2023, be approved.
- 03-07-23 CARRIED UNANIMOUSLY
- (b) **MOVED** by Conquest that the Monthly Budget Report for the month ending June 30, 2023 be accepted.
- 04-07-23 CARRIED UNANIMOUSLY
- (c) **MOVED** by Chehade that the Open Payables for the months of June and July 2023 in the total amount of \$466,383.80 be approved for payment.
- 05-07-23 CARRIED UNANIMOUSLY

**Minutes of the Town of Tofield Regular Council Meeting
July 24, 2023**

CORRESPONDENCE

6. The following correspondence was presented:

- Letter from the Minister of Municipal Affairs, Honorable Ric McIver regarding the MSI and CCBF funding for 2023;
- Letter from the Minister of Health, Honorable Adriana LaGrange regarding the emergency department access at the Tofield Health Centre;
- Unapproved Minutes of the Beaver Ambulance Society regular meeting held June 28, 2023;
- Beaver Emergency Medical Services 2022/2023 Annual Report;
- Unapproved Minutes of Highway 14 Regional Water Services Commission special meeting held May 18, 2023;
- Town of Vegreville Peace Officer Quarterly Report April – June 2023;
- Invitation for Tofield Reading University Graduation to be held July 28, 2023, CW Sears School; and
- E-mail from CN regarding Highway 834 crossing repair.

MOVED by Chehade that the correspondence be received and filed.

06-07-23

CARRIED UNANIMOUSLY

NEW BUSINESS

7. (a) Letter from Fortis Alberta regarding the approval of the renewal of Electric Distribution System Franchise agreement dated January 1, 2025 to December 31, 2029.

MOVED by Conquest that the Town of Tofield renew the Franchise Agreement, First Subsequent Term ending January 2029 with Fortis Alberta.

07-07-23

CARRIED UNANIMOUSLY

(b) Letter from a ratepayer requesting improvements along Hwy 834 and 55 Avenue.

08-07-23

MOVED by Chehade that the Town advise the ratepayer that this request will be deferred to the 2024 Planning Session.

CARRIED UNANIMOUSLY

(c) Request from Operation Lifesaver to recognize Rail Safety Week.

09-07-23

MOVED by Martineau to support Rail Safety Week to be held September 18 to 24, 2023.

CARRIED UNANIMOUSLY

**Minutes of the Town of Tofield Regular Council Meeting
July 24, 2023**

- NEW BUSINESS**
- 10-07-23 7. (d) 2023 Economic Developers Ministry Dinner
- MOVED** by Conquest that Edwards and the Mayor attend the 2023 Economic Developers Ministry Dinner to be held October 18, 2023.
- CARRIED UNANIMOUSLY
- (e) Representation on Associations/Societies
- 11-07-23 **MOVED** by Martineau that there is no conflict of interest if Mayor Dueck was a member of the Tofield Lodge/Sunshine Villa Resident Association.
- CARRIED UNANIMOUSLY
- Maher left the meeting at 5:26 p.m.
- CLOSED SESSION**
- 12-07-23 8. **MOVED** by Tiedemann that Council meet in Closed Session at 5:26 p.m. to discuss matters under the Alberta FOIP Act as follows:
- Division 2, Section 16 – Business Interest of a Third Party and Section 17 – Disclosure Harmful to Personal Privacy – *Freedom of Information and Protection of Privacy Act.*
- CARRIED UNANIMOUSLY
- 13-07-23 **MOVED** by Martineau to revert to the regular session at 6:00 p.m.
- CARRIED UNANIMOUSLY
- No Public Present.
- 14-07-23 **MOVED** by Dueck that the Town have the EcoBuffer mowed down.
- CARRIED UNANIMOUSLY
- 15-07-23 **MOVED** by Martineau that the CAO received an extra week of vacation.
- CARRIED UNANIMOUSLY
- CAO REPORT**
8. CAO Report was presented.
- COUNCILLOR REPORTS**
9. Councillor Reports were presented.
- ADJOURNMENT**
- 16-07-23 10. **MOVED** by Chehade that the meeting adjourn at 6:02 p.m.
- CARRIED UNANIMOUSLY

**Minutes of the Town of Tofield Regular Council Meeting
July 24, 2023**

MAYOR

CHIEF ADMINISTRATIVE OFFICER

UNAPPROVED

Cindy Neufeld

From: Membership / Adh sion <membership@fcm.ca>
Sent: July 26, 2023 6:09 AM
To: Cindy Neufeld
Subject: Town of Tofield
Attachments: Town of Tofield 2023-2024.pdf

Good morning, Cindy,

Why joining FCM is a good investment for your municipality

By joining FCM, you are contributing to the drive for profound and direct support for Canadian communities. For example, FCM's efforts have secured the doubling of the Canada Community Building Fund twice in recent years. FCM is also strongly advocating for a new Municipal Growth Framework that would see municipal funding more fairly linked to our national population and economic growth. This comes on top of all the other [services and resources](#) FCM members can access. In short, joining FCM is an investment that yields both short-term and long-term community support at a time of increased costs and inflation.

To learn more about how being an FCM member makes your community stronger, visit fcm.ca/membership.

If you have any questions, don't hesitate to ask.
Have a great day,
Christine

Membership / Adh sion

The Member Relations Team | Policy and Public Affairs
L' quipe de relations avec les membres | Politiques et affaires publiques
T. 613-241-5221



As we move forward with our commitment to reconciliation, FCM acknowledges that our head offices are located on the unceded, unsundered territory of the Anishinaabe Algonquin Nation whose presence here reaches back to time immemorial. We recognize and honour the historic and ongoing contributions of Indigenous peoples across the country. [Full Statement](#)

Dans le cadre de son engagement pour favoriser la r conciliation, la FCM tient   reconnaitre que ses si ges sociaux sont situ s sur le territoire non c d  de la Nation anichinab e algonquine, pr sente en ces lieux depuis des temps imm moriaux. Nous reconnaissons  galement les contributions pass es et pr sentes des peuples autochtones au pays. [D claration compl te](#)



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

**Membership Invoice
2023-2024
Facture d'adhésion**

24, rue Clarence Street,
Ottawa, Ontario, K1N 5P3
T. 613-241-5221 F. 613-241-7440

Your FCM membership helps empower local leaders with
new tools to support their communities and drive
Canada's recovery.
Learn more at <https://fcm.ca/membership>.

Cindy Neufeld
Town of Tofield
PO Box 30 5407 50th Street
Tofield, AB, T0B 4J0
Attn: Chief Administrative Officer

ORDER / COMMANDE: ORD-56229-C1H7N7
DATE: 11/30/2022
ACCOUNT/COMPTE: 47122
DUE DATE/DATE LIMITE: 04/01/2023

ITEM / DESCRIPTION	QTY / QTE	RATE / TAUX	SUB-TOTAL / SOUS-TOTAL	GST / TPS	TOTAL
Base fee per your population/ Taux de base selon votre population	1	\$220.00	\$220.00	\$11.00	\$231.00
Per capita dues calculated per your population/Frais de cotisation calculés selon votre population	2,045	\$0.2112	\$431.90	\$21.60	\$453.50
TOTAL			\$651.90	\$32.60	\$684.50

PAYMENT/PAIEMENT

Cheque payable to / Chèque à l'ordre de:
Federation of Canadian Municipalities
Fédération canadienne des municipalités
HST # / No. de TVH: 11891 3938 RT0001
QST # / No. de TVQ: 1202728231 TQ 0001

Electronic Funds Transfer/Transfert électronique de fonds

Royal Bank of Canada (RBC)
90 Sparks St, Ottawa, ON K1P 5T7
Transit Number/Numéro de transit: 00006
(New) Acct Number/(Nouveau) No. de compte: 1113307
accountsreceivable@fcm.ca/comptesrecevables@fcm.ca



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

24, rue Clarence Street,
Ottawa, Ontario, K1N 5P3
T. 613-241-5221 F. 613-241-7440

Cindy Neufeld
Town of Tofield
PO Box 30 5407 50th Street
Tofield, AB, T0B 4J0
Attn: Chief Administrative Officer

ORDER / COMMANDE: ORD-56229-C1H7N7
DATE: 11/30/2022
ACCOUNT/COMPTE: 47122
DUE DATE/DATE LIMITE: 04/01/2023

ITEM / DESCRIPTION	QTY / QTE	RATE / TAUX	SUB-TOTAL / SOUS-TOTAL	GST / TPS	TOTAL
Base fee per your population/ Taux de base selon votre population	1	\$220.00	\$220.00	\$11.00	\$231.00
Per capita dues calculated per your population/Frais de cotisation calculés selon votre population	2,045	\$0.2112	\$431.90	\$21.60	\$453.50
TOTAL			\$651.90	\$32.60	\$684.50

Ref No. / No. de référence : 47122



August 8, 2023

Sergeant Cameron PAUL
Detachment Commander
Tofield, Alberta

Dear Mayor D. Dueck,

Please find the quarterly Community Policing Report attached that covers the April 1st to June 30th, 2023 reporting period. The attached report outlines a quarterly snapshot of the human resources, financial data and crime statistics for the Tofield RCMP Detachment area.

As part of the Alberta RCMP's ongoing priority to ensure public safety, encouraging citizens to report all crimes plays a vital role in building community well-being. We recognize that non-urgent crimes such as minor thefts and property crime may go unreported due to various reasons such as perceived insignificance or fear of inconvenience. Thus, the Alberta RCMP continues to engage citizens on the importance of reporting non-urgent crimes to help us optimize our crime prevention efforts.

To help facilitate this, we have made reporting of non-urgent crime easier through the Alberta RCMP APP (available as a free download on the [Apple App Store](#) or [Google Play](#)). Online crime reporting offers a convenient way for citizens to report non-emergent crime to Alberta RCMP from their computer or smartphone without having to phone or visit the police detachment.

An informed community is a safer community. Here are some reasons why online reporting of non-urgent crimes matters:

- Alberta RCMP police officers in the Call Back Unit are responsible for investigating online crime reports, thus reducing the need for frontline police officers to respond. Encouraging the public to use online crime reporting gives the Detachment frontline officers an opportunity to spend more of their time for proactive policing activities in the community.
- Non-urgent online crime reporting also has the potential to reduce those same non-urgent phone calls to our 911 Operators (OCCS) and Detachment Staff.



- The Alberta RCMP encourages citizens to report every crime to allow us to leverage reliable data to identify patterns and trends in criminal activities in our communities. We also use this intelligence to distribute our resources strategically and ensure that our police officers are deployed where they are most needed.

Thank you for your ongoing support and continued guidance in ensuring that we are consistently meeting your community's evolving policing needs. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sergeant Cameron PAUL
Detachment Commander
Tofield RCMP Detachment



RCMP Provincial Policing Report

Detachment	Tofield
Detachment Commander	Sgt. Cameron PAUL
Quarter	Q1
Date of Report	2023-Aug-02

Community Consultations

Date	2023-04-05
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Members attended the Tofield High School to assist with the Distracted Drivers sessions to Grade 10's and 12's.

Date	2023-04-07
Meeting Type	Community Connection
Topics Discussed	Youth
Notes/Comments	Member attended the Spilstead Hall to assist Victim Services with Easter activities.

Date	2023-05-13
Meeting Type	Community Connection
Topics Discussed	Traffic
Notes/Comments	Member attended to direct traffic and assist with the large traffic control when the riders with Bike Ride for Mom attended for their scheduled stop in Tofield. Victim Services were there to hand out prizes and snacks. Member mingled with riders and community.



Date	2023-May-24
Meeting Type	Community Connection
Topics Discussed	Youth
Notes/Comments	Member conducted School Emergency Lock Down Drill with Staff and Students. Feedback was provided and best practices discussed.

Date	2023-May-30
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regional Emergency Services Management/Coordination - Creating Actionable Ideas BESC & Municipal and Regional Interdependencies, 2023 Objectives
Notes/Comments	Participated in 2nd Meeting of the Beaver Emergency Services Commission (BESC) at the Holden Community Hall with regional Emergency Management stakeholders (Emergency Medical, Fire, Police, Municipal Governments and Agencies/services, AHS, Local & Regional Community Support services, Commercial/Industrial stakeholders such as Rail, Energy Providers, and Natural Resources). Discussed BESC & Municipal and Regional Interdependencies, 2023 Objectives.

Date	2023-Jun-10
Meeting Type	Community Connection
Topics Discussed	Holden Farmers Day celebration event
Notes/Comments	Member participated in the Holden Farmers Day celebration parade, and interacted with citizens of Holden.



Date 2023-Jun-16

Meeting Type Community Connection

Topics Discussed Beaver County Victim Services Annual Golf Tournament

Notes/Comments Members of the Tofield RCMP Detachment interacted with local citizens in supporting local VSU staff and advocates by participating in the Beaver County VSU Annual Golf Tourney held at the Tofield Golf Club.

Date 2023-Jun-17

Meeting Type Community Connection

Topics Discussed Village of Ryley Sports Day event

Notes/Comments Tofield RCMP Detachment member participated in the Ryley Sports Day community celebration parade and connected with citizens of Ryley.

Date 2023-06-23

Meeting Type Meeting with Elected Officials

Topics Discussed Introduction of new Tofield Detachment Commander

Notes/Comments Attended the Tofield Town Council for a short introduction of the new Detachment Commander to the Town Council.



Community Priorities

Priority 1

Crime Reduction

Current Status & Results

Rural Property Crime - Break, Enter & Theft continues to be the primary source of call to service. Unoccupied premises and facilities containing/storing tools, equipment, vehicles, electronics, and other high value items tend to be the primary target. Tofield RCMP Officers had good success in recovering stolen property, and laying charges against involved offenders. During Quarter 1, 2023, Tofield RCMP identified and targeted several prolific property offenders operating in the area, and made coordinated and focused efforts to interrupt their activity which resulted in several of the involved prolific offenders being remanded into custody pending Court proceedings.

Priority 2

Enhance/Contribute to Positive Community Relations and Engagement

Current Status & Results

Tofield members continue to meet with community organizations, partner agencies, local businesses, and municipal government, as well as attending and participating in community events.

Priority 3

Enhance Road Safety

Current Status & Results

Tofield RCMP continues to conduct targeted joint traffic enforcement with RCMP Traffic Services. These projects have resulted in several violation tickets being issued for a variety of serious traffic offences such as driving while unauthorized/suspended/prohibited, speeding, no insurance, as well as located offenders on Warrants for Arrest. Tofield members continue to conduct solitary traffic enforcement in the detachment area with similar results to the targeted projects, as well as targeting intersection related offences.



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	146	135	-8%	540	502	-7%
<i>Persons Crime</i>	28	17	-39%	114	79	-31%
<i>Property Crime</i>	98	96	-2%	332	346	4%
<i>Other Criminal Code</i>	20	22	10%	94	77	-18%
Traffic Offences						
<i>Criminal Code Traffic</i>	12	6	-50%	33	35	6%
<i>Provincial Code Traffic</i>	192	172	-10%	1,163	745	-36%
<i>Other Traffic</i>	4	0	-100%	2	17	750%
CDSA Offences	1	0	-100%	3	2	-33%
Other Federal Acts	2	0	-100%	11	8	-27%
Other Provincial Acts	78	56	-28%	235	264	12%
Municipal By-Laws	6	5	-17%	43	16	-63%
Motor Vehicle Collisions	36	27	-25%	152	201	32%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

Property Crime continues to be the largest driver of local crime. Tofield RCMP remains committed to focus on this criminal activity and the prolific offenders perpetrating the crimes.



Provincial Police Service Composition Table²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	6	5	1	0
Detachment Support	2	2	0	0

² Data extracted on June 30, 2023 and is subject to change.

³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the six established positions, five officers are fully operational and one modified to Administrative duties only (Graduated Return to Work program - soft vacancy). There are no hard vacancies detected at this time.

Detachment Support: Of the two established positions, two resources are working. There is no vacancy detected at this time.

Quarterly Financial Drivers

Tofield Detachment incurred increased operational Overtime costs due to a need to cover a soft vacancy, training, and vacation leave.



Tofield Provincial Detachment Crime Statistics (Actual) Q1: April to June 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	1	0	0	-100%	N/A	-0.2
Sexual Assaults		2	1	2	1	1	-50%	0%	-0.2
Other Sexual Offences		0	2	0	1	0	N/A	-100%	-0.1
Assault		14	12	18	10	8	-43%	-20%	-1.4
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		10	4	4	2	2	-80%	0%	-1.8
Uttering Threats		6	8	8	14	5	-17%	-64%	0.4
TOTAL PERSONS		33	27	33	28	17	-48%	-39%	-3.1
Break & Enter		20	21	22	16	17	-15%	6%	-1.1
Theft of Motor Vehicle		4	5	6	11	11	175%	0%	2.0
Theft Over \$5,000		1	0	1	1	1	0%	0%	0.1
Theft Under \$5,000		17	11	20	27	15	-12%	-44%	1.2
Possn Stn Goods		10	13	13	4	20	100%	400%	1.1
Fraud		11	11	10	12	12	9%	0%	0.3
Arson		1	3	0	1	3	200%	200%	0.2
Mischief - Damage To Property		0	20	16	17	11	N/A	-35%	1.9
Mischief - Other		25	2	10	9	6	-76%	-33%	-3.1
TOTAL PROPERTY		89	86	98	98	96	8%	-2%	2.6
Offensive Weapons		0	2	2	5	2	N/A	-60%	0.7
Disturbing the peace		3	10	5	1	4	33%	300%	-0.7
Fail to Comply & Breaches		9	5	18	14	11	22%	-21%	1.3
OTHER CRIMINAL CODE		10	8	4	0	5	-50%	N/A	-1.8
TOTAL OTHER CRIMINAL CODE		22	25	29	20	22	0%	10%	-0.5
TOTAL CRIMINAL CODE		144	138	160	146	135	-6%	-8%	-1.0



Crime Statistics (Actual) Q1: April to June 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	0	1	1	0	-100%	-100%	-0.1
Drug Enforcement - Trafficking		2	0	0	0	0	-100%	N/A	-0.4
Drug Enforcement - Other		0	1	0	0	0	N/A	N/A	-0.1
Total Drugs		3	1	1	1	0	-100%	-100%	-0.6
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	3	0	1	0	-100%	-100%	-0.4
TOTAL FEDERAL		4	4	1	2	0	-100%	-100%	-1.0
Liquor Act		1	2	2	0	0	-100%	N/A	-0.4
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		16	12	17	17	27	69%	59%	2.7
Other Provincial Stats		27	40	47	61	29	7%	-52%	2.5
Total Provincial Stats		44	54	66	78	56	27%	-28%	4.8
Municipal By-laws Traffic		1	2	1	0	0	-100%	N/A	-0.4
Municipal By-laws		10	20	13	6	5	-50%	-17%	-2.4
Total Municipal		11	22	14	6	5	-55%	-17%	-2.8
Fatals		1	1	0	0	0	-100%	N/A	-0.3
Injury MVC		9	4	5	5	4	-56%	-20%	-0.9
Property Damage MVC (Reportable)		32	15	25	27	19	-41%	-30%	-1.4
Property Damage MVC (Non Reportable)		6	2	3	4	4	-33%	0%	-0.2
TOTAL MVC		48	22	33	36	27	-44%	-25%	-2.8
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	3	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		270	215	302	192	172	-36%	-10%	-21.9
Other Traffic		7	2	0	4	0	-100%	-100%	-1.2
Criminal Code Traffic		9	9	9	12	6	-33%	-50%	-0.3
Common Police Activities									
False Alarms		19	5	10	6	7	-63%	17%	-2.3
False/Abandoned 911 Call and 911 Act		15	10	20	13	6	-60%	-54%	-1.5
Suspicious Person/Vehicle/Property		25	33	6	25	30	20%	20%	0.2
Persons Reported Missing		4	5	2	1	2	-50%	100%	-0.8
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		12	19	35	22	17	42%	-23%	1.3
Form 10 (MHA) (Reported)		0	0	2	0	0	N/A	N/A	0.0