

AGENDA

REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD to be held Monday, September 25, 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 September 11, 2023.

5. Delegation

- (a) 5:00 p.m. Luke Panek, Yolo Nomads, will be present via zoom to provide a presentation for marketing.

6. Correspondence

- Notes from the Winter Fest meeting held August 17, 2023;
- Unapproved Minutes of the Tofield Library Board meeting held September 14, 2023;
- Thank you from Victim Services; and
- Unapproved Minutes of the Beaver Ambulance Society meeting held August 30, 2023.

7. New Business

- (a) Letter from Northern Lights Library System regarding the 2024 Levy.
- (b) Request for Decision – Street Light Upgrades
- (c) Letter from North Saskatchewan Watershed Alliance regarding supporting the Watershed Management.
- (d) Update of the AB Transportation – Tofield Cemetery drainage
- (e) Proposed agreement between the Town of Tofield and the Tofield Agricultural Society.
- (f) Job Career Fair

8. Closed Session

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

9. CAO Report

10. Councillor Reports

11. Adjournment

**MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE
TOWN OF TOFIELD held Monday September 11, 2023
Town of Tofield Administration Building Council Chambers**

PRESENT

1. Mayor Dueck; Councillors, Tiedemann, Martineau, and Chehade; Chief Administrative Officer Cindy Neufeld and Assistant Chief Administrative Officer Edwards.

Also Present: John Maher, Tofield Mercury, Ian McCormick and Lauren McGougan, Strategic Steps.

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 Chehade that the Agenda be approved as amended.

01-09-23

CARRIED UNANIMOUSLY

Add: 8. (b) Signage

MINUTES

4. (a) **MOVED** by Martineau that the Minutes of the Regular meeting of Council of the Town of Tofield held May 23, 2023, be approved as presented.

02-09-23

CARRIED UNANIMOUSLY

5. Ian McCormick and Lauren McGougan, Strategic Steps presented the draft Town of Tofield Strategic Plan for 2023 – 2027.

MOVED by Martineau that the Town of Tofield Strategic Plan for 2023 – 2027 be approved as amended.

03-09-23

CARRIED UNANIMOUSLY

McCormick and McGougan left the meeting at 5:08 p.m.

**Minutes of the Town of Tofield Regular Council Meeting
September 11, 2023**

FINANCIAL

6. (a) **MOVED** by Tiedemann that the Monthly Financial Statement for the period ending August 31, 2023, be approved.

04-09-23

CARRIED UNANIMOUSLY

- (b) **MOVED** by Chehade that the Monthly Budget Report for the month ending August 31, 2023 be accepted.

05-09-23

CARRIED UNANIMOUSLY

- (c) **MOVED** by Martineau that the Open Payables for the months of August and September 2023 in the total amount of \$338,219.66 be approved for payment.

06-09-23

CARRIED UNANIMOUSLY

- (d) **MOVED** by Tiedemann that the Property Tax Comparison be received and filed.

07-09-23

CARRIED UNANIMOUSLY

CORRESPONDENCE

7. The following Correspondence was presented:

- Notes of the Winterfest meeting held August 17, 2023;
- Claystone Waste Ltd. Shareholder summer board meeting held August 24 & 25, 2023; and
- Rural Municipalities Association Victim Services Unit Regionalization Issue backgrounder.

MOVED by Chehade that the correspondence be received and filed.

08-09-23

CARRIED UNANIMOUSLY

NEW BUSINESS

8. (a) Community Facility Enhancement Grant

Assistant Chief Administrative Officer Edwards updated Council on the Tofield Agricultural Society's application for Community Facility Enhancement Grant application for Phase 2.

- (b) Signage

Discussion of Signage for Beaverhill Drive to slow drivers down.

Administration will have Operations install a "Children Playing" sign at Beaverhill Drive.

Minutes of the Town of Tofield Regular Council Meeting
September 11, 2023

ADJOURNMENT

9. **MOVED** by Chehade that the meeting adjourn at 5:38 p.m.

09-08-23

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER

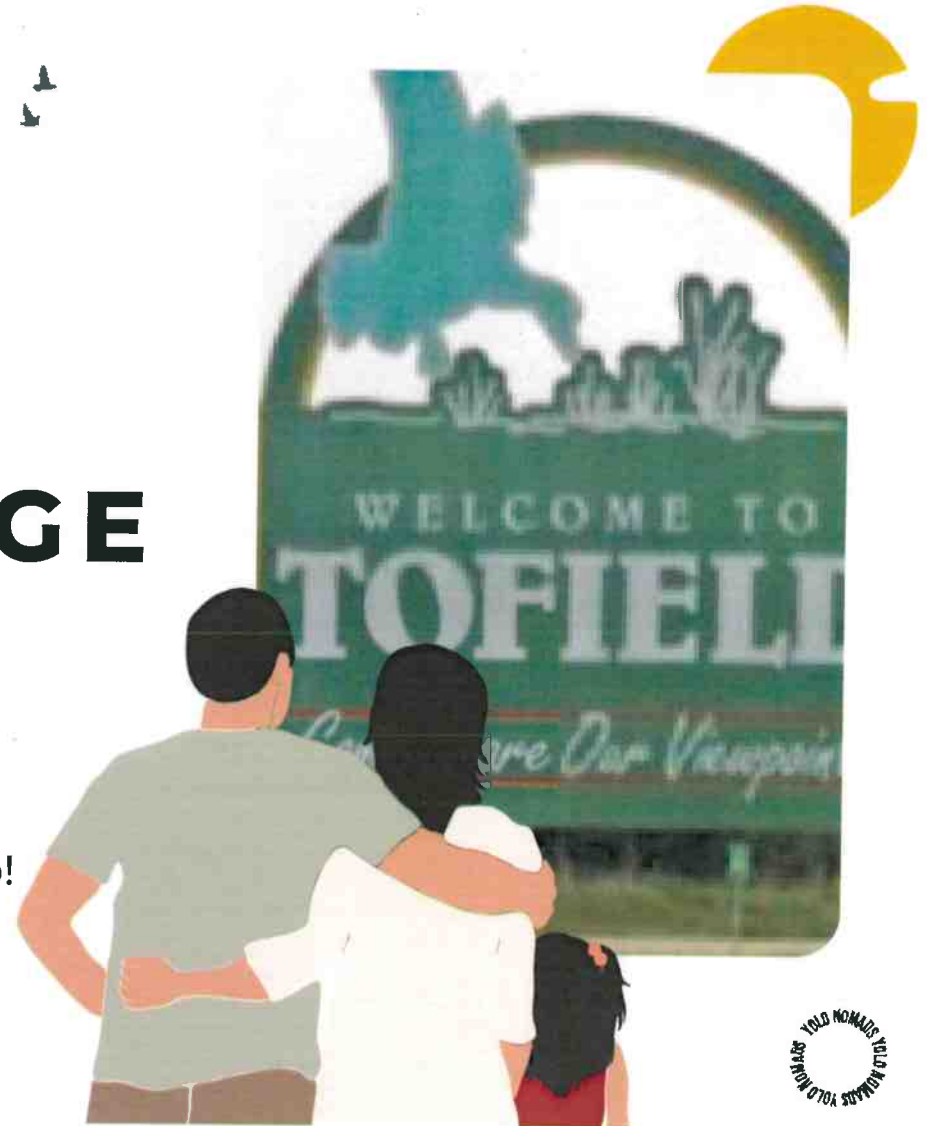
UNAPPROVED

Yolo Nomads



TOFIELD SAMPLE PACKAGE

We've put together a personalized approach to marketing your community. See how YOLO Nomads can put your city on the relocation map!



IT'S NOT JUST REMOTE WORKERS...

Traditional workers, like skilled trades, teachers, and nurses, are also leaving expensive cities for more affordable small towns.

This is due to more affordable living costs, less crime, smaller commutes, and a better quality of life that smaller communities can offer

People are leaving big cities to prioritize a higher quality of life, escape urban challenges, and embrace nature, community, and authentic experiences.

ACCORDING TO ZILLOW, MORE THAN 1 IN 10 NORTH AMERICANS HAVE MOVED IN THE PAST YEAR.



The Opportunity



This is why there has never been a greater opportunity to:

1. Attract remote workers to relocate to your community
2. Attract health professionals, teachers, skilled trades and other desired workers
3. Attract investors and entrepreneurs to help grow your community
4. Aggressively market in large urban centers

Yolo Nomads helps communities position themselves in the marketplace to better attract relocators and remote workers.



- Creating your hub page
- Promoting your hub in newsletters
- Running social media ads
- Writing blog articles
- Creating high value lead assets
- Quarterly advising meetings

The Nurse



NAME: JANE LARSEN

AGE: 29

LOCATION: CALGARY

OCCUPATION: REGISTERED
NURSE/VOLUNTEER

COMMON TRAVEL PERIOD: SUMMER

TRAVEL COMPANIONS: BOYFRIEND
(35) AND 2 DOGS

Bio:

Jane's experience in a big city hospital has left her feeling fatigued and disillusioned, as she feels that the fast-paced environment and emphasis on efficiency have caused doctors to view patients as numbers rather than individuals in need of care.

Jane feels that she is not making a meaningful difference and that her compassion and dedication to her patients are not being recognized.

She may also feel overwhelmed by the constant demands of her work and the pressure to keep up with the pace of life in the city.

Challenges & Obstacles:

- **Navigating the transition process:** Moving from a big city hospital to a small community can be challenging for Jane, as it requires leaving behind familiar surroundings and adapting to a new environment.
- **Competition:** Securing a job requires potentially competing with other candidates for a limited number of positions.

Pain Points & Needs:

- Wants to escape the fast-paced, demanding environment of a big city hospital.
- A need for a more supportive and nurturing environment where she can make a positive impact
- A need for recognition and validation of her dedication to her patients
- Wants to find a community where she can make a meaningful difference in people's lives.
- Wants to feel a sense of fulfillment and purpose in her work

Top Booking Motivators:

- A positive work-life balance: She's looking for a more manageable workload and a better balance between her professional and personal life.
- Opportunities for personal growth and development: She's motivated by the prospect of learning new skills.

Current Emotional State: Frustration, fatigue, and uncertainty. She feels overwhelmed by the demands of her job in the big city hospital.

Desired Emotional State: Valued and appreciated for her skills and expertise, and to have a sense of stability and security in her new environment.

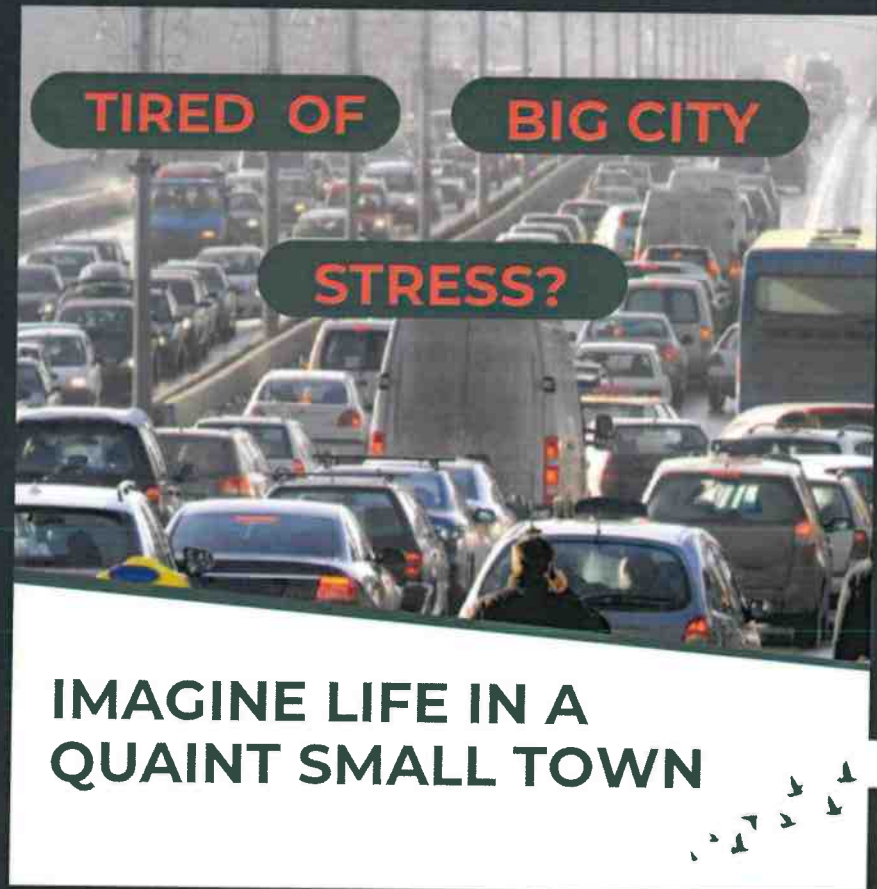
Stop the Scroll

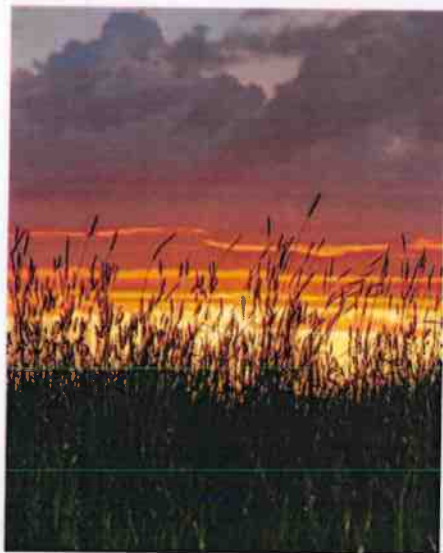
We first begin by planting the seed and by “stopping the scroll.”

Living in a big city isn't sustainable.

"Social media advertising has proven to be one of the most versatile and cost-effective strategies that businesses can use to reach their target audience and boost sales."

- Forbes





■ Experience Canada's Rural Tranquility ■

Imagine a slower pace, close-knit community vibes ,
tranquil serenity, and wide open spaces ■ ■.

Get a taste of a different way of life in Tofield , a
region that embodies the heart ■ and soul of small-
town living in Canada .

Download your FREE guide and let Tofield open your
eyes ■ to the charms of rural living ■.



Target Audience

This post provides insight into
the values and lifestyle of the
community and includes a link
to download the Asset.

A lead generator designed to
open your eyes to the charms of
rural living.



If You Can Teach Anywhere?



Then WHY is this
your morning?

Discover the Serenity of Small
Town Life in Tofield Alberta.



Download your FREE Guide



Why Now Is The Time To Invest In Tofield

Nestled in Alberta, Tofield stands as one of the region's premier communities. Its strategic location, robust housing market, and business-friendly Council collectively position Tofield as an ideal investment destination.

Download your FREE Investor Deck today while opportunities are still there for the taking!



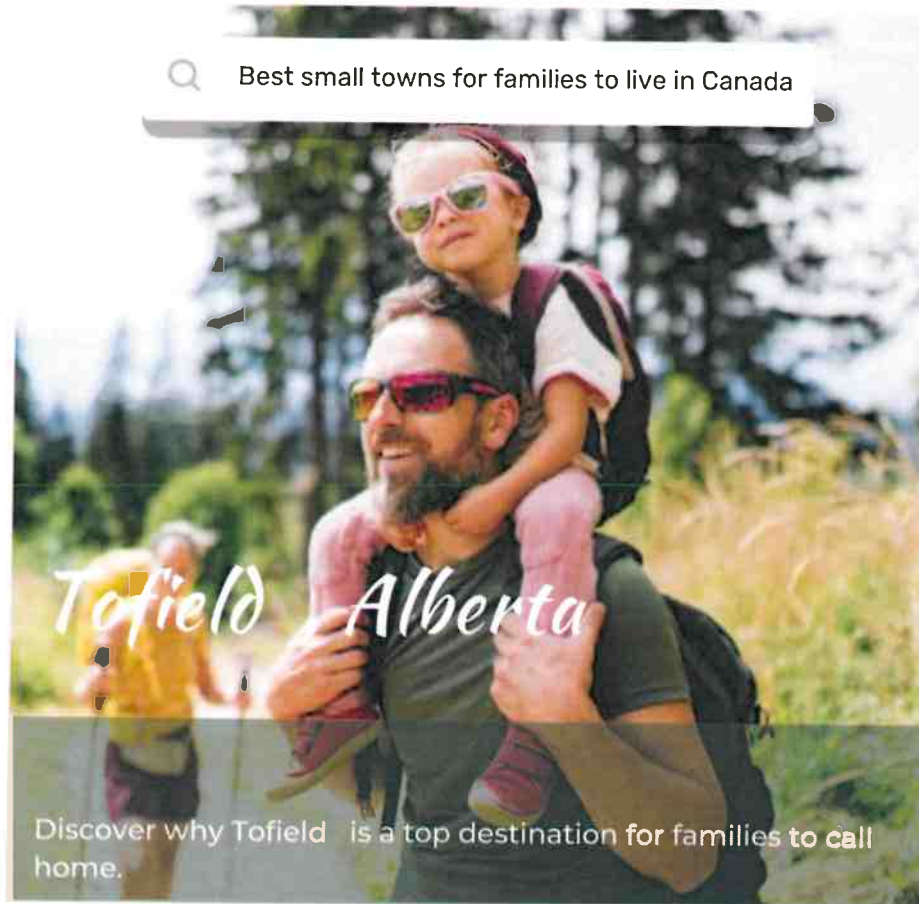
Target Audience

Here is an example of how we connect Investors looking to take advantage of the trend that is seeing small communities grow.

It also includes a link to download the Investor Deck that Yolo will create (Lead Generator).



Families



Target Audience

Here is an example of how we connect families and appeal to Work-Life Balance.

It includes a link to download the Asset (Lead Generator)



Lead Generator Assets

As people increasingly leave big cities for smaller communities, standing out is essential.

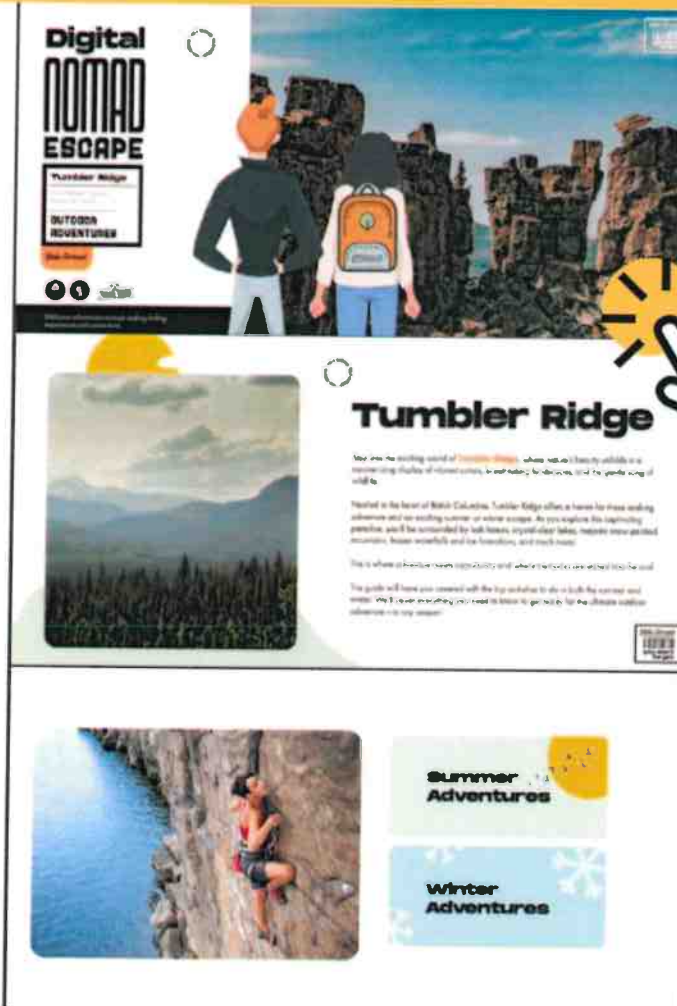
Lead-generating assets help us effectively attract and retain potential relocators and visitors by connecting, informing, and engaging them.

Why use Lead Generators?

- **Precise Targeting**: Connect with the right audience through customized content.
- **Enhanced Credibility**: Demonstrate community strengths with informative, high-quality assets.
- **Relationship Building**: Foster long-term engagement to attract and retain newcomers.

Lead Generating Asset Examples (click to view)

Digital Nomad Outdoor Escape



Digital NOMAD ESCAPE
Tumbler Ridge
OUTDOOR ADVENTURES

Tumbler Ridge

Now use the exciting word of **Tumbler Ridge**, where nature's beauty unfolds in a breathtaking display of vibrant colors, breathtaking landscapes, and the gentle song of wildlife.

Located in the heart of British Columbia, Tumbler Ridge offers a haven for those seeking adventure and an exciting summer or winter escape. As you explore the inspiring landscape, you'll be surrounded by lush forests, crystal clear lakes, majestic snow-capped mountains, scenic viewpoints and ice formations, and much more.

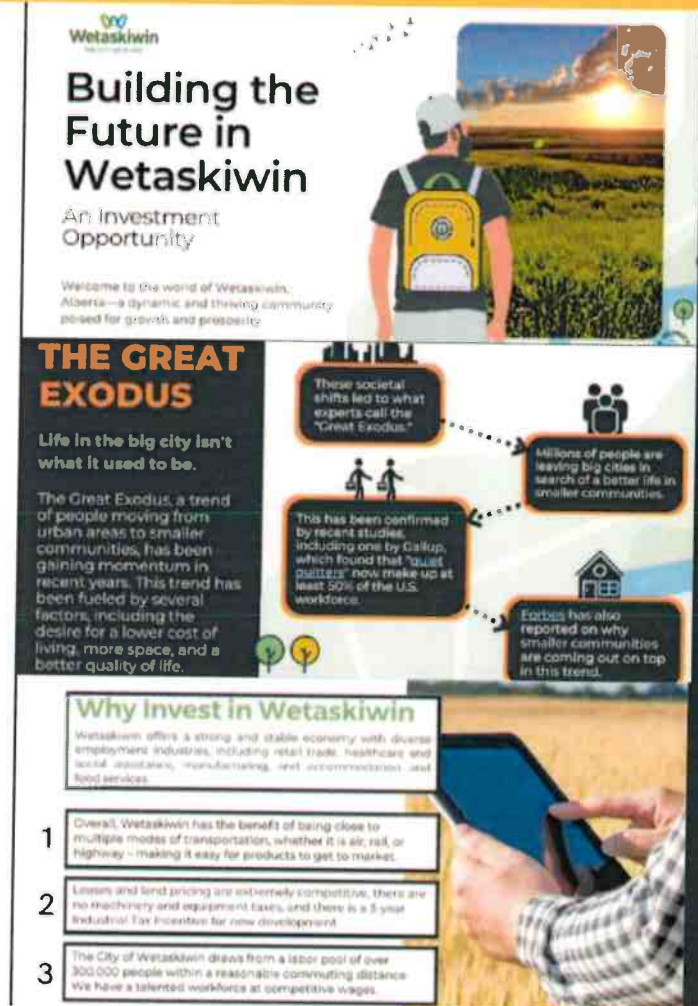
This is where adventure meets opportunity and where nature is never too far away.

The guide will have you covered with the top activities to do in both the summer and winter. We'll cover everything you need to know to get ready for the ultimate outdoor experience – in any season!

Summer Adventures

Winter Adventures

Building the Future INVESTMENT OPPORTUNITY



Building the Future in Wetaskiwin
An Investment Opportunity

Welcome to the world of Wetaskiwin, Alberta—a dynamic and thriving community poised for growth and prosperity.

THE GREAT EXODUS

Life in the big city isn't what it used to be.

The Great Exodus, a trend of people moving from urban areas to smaller communities, has been gaining momentum in recent years. This trend has been fueled by several factors, including the desire for a lower cost of living, more space, and a better quality of life.

These societal shifts led to what experts call the "Great Exodus."

Millions of people are leaving big cities in search of a better life in smaller communities.

This has been confirmed by recent studies, including one by Gallup, which found that "quiet commuters" now make up at least 50% of the U.S. workforce.

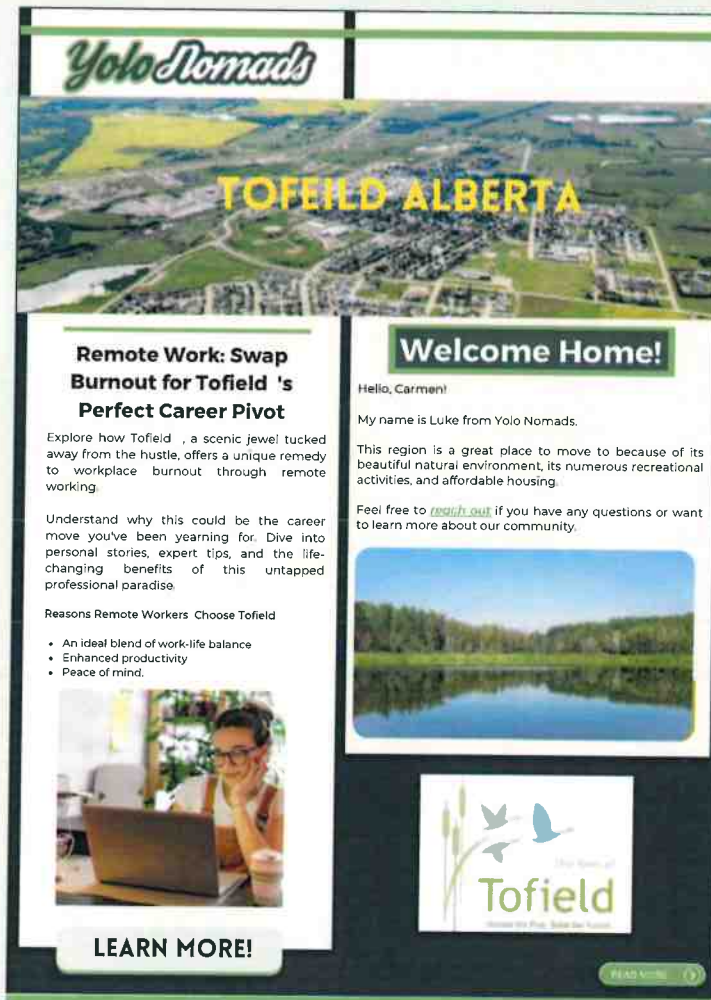
Forbes has also reported on why smaller communities are coming out on top in this trend.

Why Invest in Wetaskiwin

Wetaskiwin offers a strong and stable economy with diverse employment industries, including retail trade, healthcare and social assistance, manufacturing, and accommodation and food services.

- Overall, Wetaskiwin has the benefit of being close to multiple modes of transportation, whether it is air, rail, or highway – making it easy for products to get to market.
- Green and land pricing are extremely competitive, there are no machinery and equipment taxes, and there is a 5-year Industrial Tax Incentive for new development.
- The City of Wetaskiwin draws from a labor pool of over 300,000 people within a reasonable commuting distance, via have a talented workforce at competitive wages.

NEWSLETTER



Lead nurturing emails/newsletters radically increase the chances of your leads making a move. You no longer have to hope that they will remember your town.

Following this long-term strategy will increase your following and improve your chances of becoming a potential relocater or long-term visitor HUB.

CAPTIVATING ARTICLES

We write articles that captivate and promote your community to people looking for better opportunities *(SEO practices).

These are things they can't find in the city.

**SEO (Search Engine Optimization) is the process of optimizing a website to rank higher in search engine results and increase the visibility and organic traffic to the site.*

Better Opportunities



Escape Burnout: Why Remote Working in Tofield is the Perfect Career Move



Written by Tofield

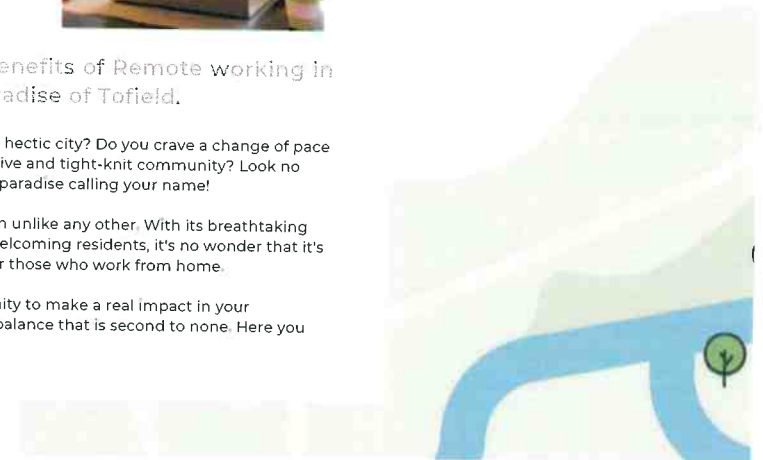


Discover the unique benefits of Remote working in the outdoor lover's paradise of Tofield.

Are you tired of working in a busy, hectic city? Do you crave a change of pace and a chance to work in a supportive and tight-knit community? Look no further than Tofield—the outdoor paradise calling your name!

Nestled in Alberta, Tofield is a town unlike any other. With its breathtaking natural landscapes and friendly, welcoming residents, it's no wonder that it's quickly becoming a destination for those who work from home.

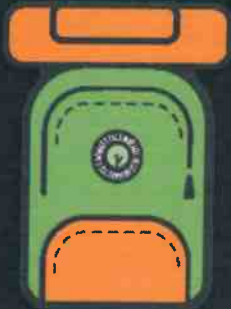
In Tofield, you'll have the opportunity to make a real impact in your community and enjoy a work-life balance that is second to none. Here you



CAPTIVATING ARTICLES

Another article used to promote family living in your community. Safety, costs, and a supportive environment are key factors.

A small-town environment like yours is just the solution!



Family Friendly



Small Town Charm, Big Family Benefits: Tofield, Alberta



Written by Tofield

Discover why Tofield is quickly becoming a popular destination for families looking for a strong sense of community, and a wide range of recreational activities.

For many young families, the idea of leaving the fast-paced lifestyle of the big city and settling down in a smaller community is a dream come true.

And if you're looking for the perfect place to make that dream a reality, Tofield, Alberta, may be just what you're looking for.

Located in the beautiful province of Alberta, Tofield offers a range of benefits for families seeking a safe, supportive, and affordable environment to raise their kids. From top-notch schools and plenty of



CAPTIVATING ARTICLES

Another article used to promote family living in your community. Safety, costs, and a supportive environment are key factors.

A small-town environment like yours is just the solution!



Open for Business



Hidden Gem: Unveiling the Business Potential of Tofield



Written by Tofield

Embracing Tranquility: Why Tofield Is the Perfect Place to Open Your Business and Embrace a Simpler Lifestyle

In a world filled with bustling metropolises and fast-paced urban living, many entrepreneurs are increasingly seeking solace in smaller communities. For those tired of the chaos and longing for a simpler lifestyle, Tofield emerges as an enchanting destination to not only open a business but also find harmony in a close-knit community. In this article, we explore the myriad reasons why Tofield offers the ideal setting for entrepreneurs seeking a change of pace and a chance to thrive amidst tranquil surroundings.

A Welcoming Community:
One of the greatest assets of Tofield is its warm and welcoming community.



Example Community Hubs



PORT ANGELES



Community Type: Popular tourist destination during the summer months with lots of Airbnb rentals.

Target audience: Remote workers looking for a winter escape.

Goal: Increase traffic to the community during low seasons.

Lead asset: 14-day Digital Nomad Winter Escape Itinerary.



TUMBLER RIDGE



Community Profile: A very remote community that is popular with hikers and snowmobilers.

Target Audience: Remote workers looking for long-term outdoor adventure

Goal: Attract long-term visitors who will come down for an entire season.

Lead Asset: The Hikers Guide to Tumbler Ridge / The Snowmobilers Guide To Tumbler Ridge



WETASKIWIN



Community Profile: Smaller community outside of Edmonton that has had recent PR challenges. Lacks infrastructure to embark on a remote working campaign.

Target Audience: Real estate developers.

Goal: Attract investors by leveraging the fact that people are leaving bigger cities in droves.

Lead Asset: Investor Deck - Why Now Is The Time To invest in Wetaskiwin

TWO HILLS



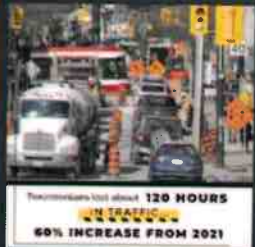
Community Profile: A small town in Alberta with strong ties to the First Nations and Metis communities.

Target: Long-term relocators looking for a better quality of life.

Goal: Showcase the best of what Two Hills has to offer during the Summer and Winter seasons while making sure to spotlight Indigenous Businesses.

Lead Asset: 7-day Summer and 7-day Winter itineraries with one Indigenous Business advertised for each day.

Yolo Nomads Recap



RUN SOCIAL MEDIA ADS



CREATE HIGH-VALUE LEAD ASSETS



WRITE BLOG ARTICLES



QUARTERLY ADVISING MEETINGS



CREATE YOUR HUB PAGE



PROMOTE YOUR HUB IN NEWSLETTERS


Put Your Community on the Radar of Relocators

By far, 2023 will continue to see small communities attracting large numbers of Relocators. And this “exodus” of movers from urban centers is a pre-existing trend that was accelerated by the pandemic.

– Forbes

Yolo Nomads



Single Community Package	MULTI-COMMUNITY PACKAGE
3450 USD/year + 500 USD One time setup fee	4950 USD/year + 500 USD One time setup fee
BOOK A DISCOVERY CALL	BOOK A DISCOVERY CALL 
<ul style="list-style-type: none">✓ Social Ads Management✓ Create one custom lead asset✓ Promote your hub in newsletters✓ Professional Hub Page Setup✓ Three blog articles a year positioning your community in front of relocators and remote workers✓ Quarterly meeting to present strategy and metrics✓ You select your ad spend	<ul style="list-style-type: none">✓ Social Ads Management✓ Create two custom lead asset✓ Promote your hub in newsletters✓ Professional Hub Page Setup✓ Five blog articles a year positioning your community in front of relocators and remote workers✓ Quarterly meeting to present strategy and metrics✓ You select your ad spend

Meeting Notes

Present:

Deb Dueck, Mayor, Town of Tofield – Committee Chair
Jeff Edwards, Assistant CAO, Town of Tofield
Brenda Chehade, Councillor, Town of Tofield
Tracey Boast-Radley, FCSS Director
Dan Hillyer, Victim Services
Kevin Smook, Reeve, Beaver County

Regrets:

Greg Litwin, Chamber of Commerce

1. Call to Order:

The meeting was called to order at 1:00 by Dueck.

2. Adoption of Agenda:

The Agenda was adopted as presented.

3. Review of August 17, 2023, Minutes:

No issues arose from the August 17, 2023, Minutes

4. Discussion on 2023 Events:

General Discussion:

Stuff the Bus – The event for 2023 is scheduled to proceed as years previous.

Fireworks – Hillyer has confirmed both interest and ability to perform the fireworks for 2023. Time will be changed to 8:30 p.m. for 2023, as confirmed by Hillyer.

Parade – The parade is planned for 2023. As in years previous, the cut off number for not moving forward will be 7 entrants. Dueck has spoken with the Fire Department Society on Marshalling, a response is yet to come. Transportation for Mayor and Council has been secured through Hitchmasters.

Lighting of the Tree – The traditional lighting of the tree will proceed for 2023. The time for 2023 will not be advertised, it will be stated as taking place immediately following the parade. Edwards will find an individual to “light” the tree for 2023. Video will be arranged with Reeve Smook and Mayor Dueck prior to the event. Further, Santa has been confirmed for 2023.

Seniors bags – Bags were made for: the Lodge, Sunshine Villa, and Long-Term Care. This will be done for 2023.

Residential & Commercial Decorating Contest – The event will be advertised and continue for 2023. However, the event will begin November 20th and run until December 20th to allow for better participation.

Festival of Trees & Dance – The Festival of Trees is set to take place at the library for 2023. The Dance will continue for 2023, food products will be sourced locally. There will be a discussion on the quality of items used. Dueck will enquire on other options for some components of food service. The DJ has been confirmed. Smook has indicated a local business may be interested in sponsoring the cost of the DJ. Time for the dance have been decided upon: 6:00 -8:00 p.m. Edwards, Dueck and Radley will investigate a cake for recognition of Winterfest celebrating 10 years.

Breakfast with Santa – Smook has confirmed the event will take place. Smook also detailed he will reach out to the Fire Department for assistance and has spoken with Dave Hare Jr. with IGA.

Community Market – The market will take place during Winterfest 2023. Anticipated times are 10:00 a.m. until 3:00 p.m.

5. Potential New Activities:

Edwards will reach out to the Junior Forest Wardens. They had participated in the past, with great success. Edwards and Boast-Radley will speak to the Golden Club on participating. Edwards will also reach out to the Schools to inquire on participating.

6. Committee Members:

Edwards will reach out to Sydney Baxter, with the Tofield Municipal Library to provide an invitation to participate.

7. Date & Venue for next meeting:

The next meeting will be held on October 12th, 1:00 p.m.

8. Adjournment:

The meeting was adjourned at 1:40 p.m.



Town of Tofield Library Board Minutes

5407-50 Street (Box 479), Tofield, AB, T0B 4J0

Telephone: (780) 662-3838 E-mail: sbaxter@tofieldlibrary.ca

In Attendance: Kevin Smook (Chair), Larry L. Tiedemann (Vice-Chair), Yvonne Allan, April L'Heureux, Jen Bosvik, Zsuzsanna Hemperger, Sandy Brolly, and Library Manager, Sydney Baxter

Date: September 14, 2023 @ 6:00 pm

1. Meeting called to order at 6:22 pm by Trustee Smook
2. Treaty Acknowledgement read by Trustee Bosvik
 - 2.1 We acknowledge that our library is located on Treaty 6 Territory. We express our gratitude to the First Nations, Metis, and Inuit peoples that protected these lands and their stories for generations. We honour them by sharing their stories.
3. Motion made by Trustee Allan to approve the agenda with the amendment of 6.1 from 'Northern Lights Executive' to 'Northern Lights Report'. Carried.
4. Motion made by Trustee Brolly to approve the minutes of June 15, 2023, with the amendment of 'In attendance...Nicole Hillyer' to 'In attendance...Sydney Baxter'. Carried.
5. No Correspondence at this time.
6. Reports:
 - 6.1 Northern Lights Report presented by Larry L. Tiedemann. Motion made to accept the report as presented by Trustee Tiedemann. Carried.
 - 6.2 Tofield Library Manager report presented by Sydney Baxter. Motion made by Trustee Bosvik to accept the report as presented. Carried.
 - 6.3 Financials presented by Sydney Baxter. Motion made by Trustee Brolly to accept the report as presented. Carried
7. Items for Discussion:
 - 7.1 Motion made by Trustee L'Heureux to approve the change of hours of operation presented in the request for decision to start effective October 2, 2023. Carried.
 - 7.2 Budget tabled to October meeting for preliminary approval.
 - 7.3 Plan of Service Survey discussed.
 - 7.4 PLSB board basic training discussed.
8. Motion made by Trustee Brolly to adjourn the meeting at 8:13 pm. Carried.

Next Meeting: _____ **October 12** _____, **2023**
7:00 p.m.

Vision – Constantly strive to provide excellent public library services with access for all.

Mission – Tofield Municipal Library opens a gateway to knowledge, entertainment and lifelong learning. It makes our community a better place to live.



Town of Tofield

We would like to extend our heart-felt appreciation to your organization for your ongoing support throughout the years. We are incredibly fortunate to work alongside such a wonderful organization like yours!

Ara Dinter, Jaylynn Umohren



Beaver County Victim Services

BEAVER AMBULANCE SOCIETY
Regular Meeting – August 30, 2023
Page 1 of 3

Regular meeting of the Beaver Ambulance Society Board of Directors was held on August 30, 2023, at the Tofield Health Centre Board Room.

Present:	Mr. Norm Martineau, Chair Mr. Barry Bruce, Vice Chair Mr. Wes Baerg Mrs. Crystal Stevenson Mrs. Cindy Lefsrud Mr. Milt MacGregor Ms. Lyndie Nickel Ms. Cathy Brown Mrs. K. Murphy	Town of Tofield Beaver County Secretary Treasurer, Executive Director Recording Secretary, General Manager Town of Viking Village of Holden Village of Ryley Member-at-large Village of Ryley Alternate
Guest Attendee:	Mr. Allen Lee	Doyle and Co. Accountant

1. Call to Order

-Mr. N. Martineau called the meeting to order at 6:00 pm.

2. Consideration of Agenda

MOTION #44/23

Moved by: Mr. B. Bruce

Motion for approval of agenda.

MOTION CARRIED

3. Review of Minutes

-The minutes from the June 28, 2023, meeting was reviewed.

MOTION # 45/23

Moved by: Ms. C. Brown

Motion to approve June 28, 2023, minutes.

MOTION CARRIED

4. Business Arising from Previous Meeting

4.1 Review Engagement Presentation

- Mr. Allen Lee of Doyle and Co. attended the meeting to present the Review Engagement for 2022/2023 and answer any question from the board members.

5. Standing Items and New Business

5.1. Financial Review

- The Income Statement, Cheque Register and Bank Statements for June and July 2023 were reviewed.

BEAVER AMBULANCE SOCIETY
Regular Meeting – August 30, 2023
Page 2 of 3

MOTION #46/23

Moved by: Ms. L. Nickel

Motion to approve the income statement, cheque register and bank statements for June 2023.

MOTION CARRIED

MOTION #47/23

Moved by: Mrs. C. Lefsrud

Motion to approve the income statement, cheque register and bank statements for July 2023.

MOTION CARRIED

5.2. Response Stats

- The Response statistics for June and July 2023 were presented and reviewed.

5.3. AHS Update

- The transfer truck has not been utilized due to inadequate staffing during the summer. AHS is very aggressive at hiring new recruits and offering full time positions. The next quarterly meeting with the contract team is September 13, 2023.

5.4. Accreditation Update

- There was a team meeting with the Accreditation Canada specialist, Beaver is on the right track for the December visit. The staff have completed their surveys, and the board surveys were reviewed and completed as a group at the meeting, Mr. Baerg will populate them on the website.

5.5. Quality Improvement and Safety/Complaints and Commendations

- The transport ventilators need being replaced as a quality improvement project, the paramedics report an inability to set the ventilators in a safe way.
- There were two commendations from patients.

5.6. Vehicles and Equipment

- The LP15 cardiac monitor in the second ambulance in Tofield is due to be replaced this year, there was a partial funding grant from CN, the cost would be \$30,727.86 plus GST. There is not currently enough money in the equipment reserves, the station reserve has more than what is needed. Mrs. Stevenson recommends moving allocations from station reserves into equipment reserves to fund the purchase.

MOTION #48/23

Moved by: Mrs. C. Lefsrud

Motion to approve reallocating \$100,000 from the station reserve account into the equipment reserve.

MOTION CARRIED

MOTION #49/23

Moved by: Mrs. L. Nickel

Motion to approve purchase of a new LP 15 cardiac monitor for \$30,277.86 plus GST.

MOTION CARRIED

BEAVER AMBULANCE SOCIETY
Regular Meeting – August 30, 2023
Page 3 of 3

5.7. Policy Review

-Mr. Baerg reviewed the Operational Plan and Quality Improvement Plan with the board, the updated Board Manuals were also distributed to all members.

MOTION #50/23

Moved by: Mr. M. MacGregor

Motion to approve the Operational Plan and Quality Improvement plan as reviewed.

MOTION CARRIED

5.9. Closed Session

MOTION #51/23

Moved by: Mrs. C. Lefsrud

Motion to move into closed session at 7:40pm

MOTION CARRIED

MOTION #52/23

Moved by: Mr. B. Bruce

Motion to move out of closed session at 8:01pm

MOTION CARRIED

6. Other Business

-The next board meeting will be held on September 21, 2023, at 6:00 pm at the Tofield Health Center meeting room.

MOTION #53/23

Moved by: Ms. C. Nickel

Motion to change the meeting date to September 21, 2023.

MOTION CARRIED

MOTION #54/23

Moved by: Mr. M. MacGregor

Motion to adjourn the meeting at 8:06pm

MOTION CARRIED

Chair

Secretary Treasurer



5616 – 48 St, Postal Bag 8, Elk Point, AB, T0A 1A0
Tel 780-724-2596 Fax 780-724-2597

Sept 11, 2023

Ms. Cindy Neufeld
Town of Tofield
PO Box 30
Tofield, AB
T0B 4J0
cneufeld@tofieldalberta.ca

Dear Ms. Neufeld,

Further to the letter sent in April, on Aug 25, 2023, the Northern Lights Library System Board unanimously approved, in principle, the upcoming 2024 budget. The budget includes a 1.5% levy increase for Municipalities and/or their Library Boards. The budget is anticipated to be ratified at the Nov 24, 2023, General Board meeting.

Northern Lights Library System's agreement stipulates that we use the same population list to assess the membership levy that the provincial government uses to calculate library operating grants. Therefore, your population for purposes of the 2024 library system levy is **2081**.

Please send a copy of your council motion accepting or rejecting the presented Northern Lights Library System Board 2024 Budget, with its 1.5% levy increase.

2024 Levies:

\$5.39 per capita	Municipality
\$10.78 per capita	Municipality without Library Board

The total levy for 2024 equals **\$11,216.59** from the Town of Tofield. (2081 x \$5.39) Do NOT remit payment, the invoice will follow in December.

You may contact your Northern Lights Library Board member representative if you have any questions. A copy of the budget is available from your Northern Lights Library Board member representative.

Regards,

Jennifer Anheliger
Chairman
Northern Lights Library System Board

James MacDonald
Executive Director
Northern Lights Library System



TOWN OF TOFIELD COUNCIL REQUEST FOR DECISION

Meeting Type: *Regular Meeting*
Department: *Administration*
Presented by: *Jeff Edwards*

Meeting Date: September 25th, 2023
Confidential?: NO

Topic: FORTIS – Street Light Upgrades

DISCUSSION:

Recently, Mayor and Council agreed by Motion to have FORTIS place 98 additional light posts in the community. Further, this piece was identified and discussed during the strategic planning session(s). The rationale was to increase lighting canopy, increase lighting exposure to mitigate theft, and overall general safety. As proposed this project was more than \$300,000, being borne by FORTIS with financial obligation to the Town of \$14,000.

In preparation for the project, surveying throughout the community was undertaken by FORTIS, as is evident with staking and flagging. As this has taken place, the Town has received multiple social media messages, phone calls, as well as in-person visits. Feedback from residents has not all been positive. Some individuals do not want the lighting placed near their properties, and many do not want to have overhead servicing.

Given this feedback, Administration has met with FORTIS representatives to discuss project options, pricing on options, and better communication strategies. At current the project is in a state of pause, until further details can be provided. Of interest, having the underground servicing provisions could increase the project cost by an additional \$300,000 of which would be at the Town's cost.

INTERGOVERNMENTAL INVOLVEMENT:

NIL

EXTERNAL AND INTERNAL COMMUNICATIONS/PARTICIPATION:

Should Council approve the recommended motion, communication would be required with the individual property owners. This communication would take place through a combination of in person visits, as well as door knockers. Further, there should be a media piece prepared to discuss the project, as well as to identify perceived project inaccuracies.

FINANCIAL IMPLICATIONS:

The costs to have underground servicing provided, would change the project significantly, posing an increase in monies required by the Town.

ALTERNATIVES:

1. Council decisions terminating the project.
2. Council decisions moving forward with the project as originally proposed.
3. Council chooses to stage the project, in quadrants for the community.
4. Council chooses to stage the project, in quadrants with underground power.
5. Council pauses the project until actual costs for burying lines are obtained.
6. Council denies the proposal & suggest an alternate approach.

RECOMMENDED ACTION:

Recommendation is being made that Council provide a motion stating:

Council for the Town of Tofield moves the project be paused until costs are provided for the presence of underground power, instead of overhead lines.

Enclosures: NO

Tofield Lighting Project – Notes on underground service

The total project cost for 98 new streetlights, based on wooden poles, metal streetlight arms and overhead line service is \$311,944, with the Town contributing \$14,182. Based on a cursory review, migrating this project to underground line service will add a minimum of \$400,000 to \$500,000 in costs.

- To estimate the additional cost will require approximately 25 hours of additional work. In part this work is required to re-calculate the voltage drops between each light.
 - Underground service requires a heavier cable. This impacts voltage drops and may require re-design of the circuits from which the lights are fed, to ensure reliable service.
- Underground service is installed through two methods: directional drilling and open trench. Using the open trench method is disruptive, and the ground needs to be returned to its previous state. Directional drilling is less disruptive, but the costs for directional drilling are 5-7x higher compared to open trench. Directional drilling will be required for road crossings.
 - If there are multiple driveways in a particular run, the option for open trench will not be available – too difficult to set-up both open trench and direct drilling
- Given resident's concern regarding streetlight poles, etc. underground service may result in greater objections from customers.
- If underground line service is selected, and the project is spread out over a number of years, each stage of the project will be quoted at current rates.
 - Subject to inflationary pressures
- With the additional expense associated with underground, would it be worthwhile to increase the investment and move to steel light poles?



202, 9440 49 Street, Edmonton, AB T6B 2M9 | NSWA.AB.CA



September 5, 2023

Her Worship Deb Dueck
Mayor, Town of Tofield
PO Box 30
Tofield, AB T0B 4J0

Dear Mayor and Council,

RE: Supporting Watershed Management for a Thriving Town of Tofield

I hope this letter finds you in good health and spirits. I am writing to you on behalf of the North Saskatchewan Watershed Alliance (NSWA) to kindly request your support for the NSWA in 2024. Last year, Tofield **was not among the more than 40 municipalities who supported the NSWA**. This year, as we embark on another year of collaborative efforts, we are again asking for positive consideration by you and your Council in 2024 for a **contribution of \$1,165.20**.

As you are aware, water and environmental management stands as a pillar of Tofield's growth and prosperity. The well-being of our citizens and our economy depends on secure access to clean drinking water, the sustained health of our watershed, protection against flooding and drought, and effective stormwater management.

Tofield is important to our watershed because the town sits on a tributary to Beaverhill Lake and borders the Beaverhill Lake Heritage Rangeland Natural Area, which means that the water and natural assets in and around the town are important to our watershed's overall health. The water Tofield uses comes from the landscape upstream, while the town's stormwater or wastewater can affect the ecosystem downstream. This means that improving sustainability is best achieved at a watershed scale and in collaboration with other water managers.

At the NSWA, we believe the complex, multi-faceted nature of water and environmental management is best tackled by bringing people and communities together to collaborate. For more than 23 years, the NSWA has worked tirelessly to bring partners together to improve how we collectively manage our rivers, wetlands, and lakes using the best and most applicable science. This important work is accomplished because of the generous support of municipalities like Tofield, the provincial government, and water utilities.

The goals of the NSWA and the Town of Tofield are well aligned. The Tofield Municipal Development Plan sets a goal (#17.3) to ensure that development does not unduly impact the natural environment. The NSWA is working with partners to implement the Integrated Watershed Management Plan for the North Saskatchewan watershed and provide tools and information to municipalities aimed at improving planning and reducing development impacts.



Your support means that the NSWA can continue to bring municipalities and partners together to address water quality and quantity challenges, build new tools for decision-makers, and improve our understanding of the watershed. One such project is the NSWA's update to the State of the Watershed assessment, last completed in 2005. NSWA is using an internationally recognized method called the Freshwater Health Index developed by Conservation International to calculate a numeric rating for the watershed's vitality, ecosystem services, and governance. The State of the Watershed enables Tofield to make decisions and set priorities armed with the best information on the health of the watershed. The assessment is also a valuable tool for the town to communicate basin health with its citizens.

We believe that through collective efforts, we can build a future where water resources are managed sustainably, benefiting not only Tofield but our entire watershed. Your continued support is invaluable in shaping this vision into reality. We invite you to explore our 2022-2023 Annual Report and the NSWA website for more information (www.nswa.ab.ca). Enclosed is an invoice to facilitate the administration of your suggested contribution.

I would be happy to connect with you and your Council to provide more information. The NSWA Executive Director, Scott Millar (scott.millar@nswa.ab.ca) is also available to present to Tofield and to answer any questions you may have about the NSWA.

Sincerely,

Stephanie Neufeld
Chair, North Saskatchewan Watershed Alliance

Cc: Chief Administrative Officer



Invoice

Date	Invoice #
9/05/2023	2024.064

202 - 9440 49
Street NW
Edmonton, Alberta
T6B 2M9

Phone #	587.525.6821
E-mail	ellen.cust@nswa.ab.ca
Web Site	www.nswa.ab.ca

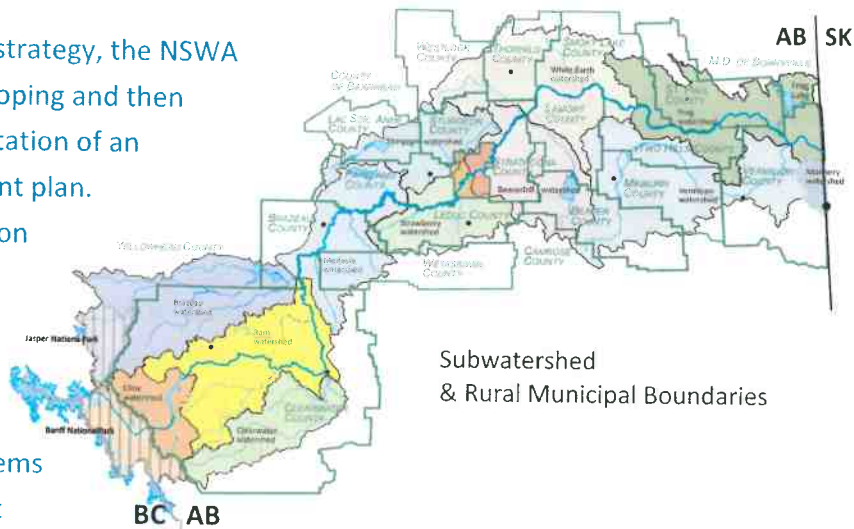
Invoice To	
Town of Tofield PO Box 30 Tofield AB T0B 4J0	
Description	Amount
Municipal Contribution January 1 to December 31, 2024 - Per Capita Funding Request	1,165.20
Thank you for your support	Total \$1,165.20

GST/HST No. 890443419

HIGHLIGHTS FROM 2022-2023

The North Saskatchewan Watershed Alliance (NSWA) is a non-profit, multi-stakeholder organization dedicated to **improving the health and sustainability of the North Saskatchewan River and its watershed.**

Under the Alberta *Water for Life* strategy, the NSWA carries the responsibility of developing and then encouraging voluntary implementation of an integrated watershed management plan. Implemented through collaboration and community engagement, the plan sets out the actions needed to protect and enhance the quantity and quality of water and the health of aquatic ecosystems within the watershed and support the social and economic well-being of the region.



STATE OF THE WATERSHED ASSESSMENT

The State of the Watershed assessment examines numerous aspects of watershed health so that we have a baseline from which to determine if actions are needed to improve watershed health.



Building upon the NSWA's 2005 assessment, the **State of the Watershed** will make use of an internationally recognized methodology called the **Freshwater Health Index (FHI)**, developed by Conservation International. This will be the first use of FHI in a North America. The index scores watershed vitality, services, and governance to create scientifically supported, scalable, consistent results that integrate available data and the expertise of local stakeholders, subwatershed alliances, and the NSWA.

WETLAND STRATEGY

The NSWA is developing the **Strategy to Improve Wetland Management for the North Saskatchewan River in Alberta**. This collaborative strategy is intended to coordinate and align the work of partners across the watershed to advance wetland management and implementation of the Alberta Wetland Policy. The NSWA is offering a **Wetland Education Sponsorship** to support municipal partners as they elevate their knowledge and technical capacity to conserve wetlands and implement wetland restoration initiatives in the watershed.



RIPARIAN HEALTH ACTION PLAN

The NSWA continues to promote practices and policies that support riparian health. We initiated a **review of riparian regulations for 24 municipalities** as a foundation for building a **Riparian Regulations Best Management Practices Guide**. As well, we are working to add new dimensions to the provincial riparian setback calculator to support municipal planning processes. The **Riparian Web Portal** (riparian.info) continues showcase restoration projects from across the watershed.

EDUCATION AND OUTREACH

A key role for the NSWA is sharing knowledge and information on the North Saskatchewan River watershed. Staff attend community events throughout the summer, publish a monthly newsletter, hosts workshops and webinars, and is actively growing our social media network. We are proud to say we have engaged with more than **1,900 community members** and reach over **5,700 people** through our social media channels in 2023.



STAY CONNECTED TO NSWA

Email us at water@nswa.ab.ca to join our newsletter and event mailing list.

Visit us at www.nswa.ab.ca to see more on our partners, our work, and our results.

Connect with us on the social media platform of your choice.

THIS AGREEMENT made this ____ day of _____, 2023.

BETWEEN:

TOWN OF TOFIELD

A Municipal Corporation in the Province of Alberta
(hereinafter referred to as the “Town”)

-and-

TOFIELD AGRICULTURAL SOCIETY

(hereinafter referred to as the “Society”)

WHEREAS the Town is a municipality incorporated pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended (the “MGA”);

AND WHEREAS the Society is an Agricultural Society incorporated pursuant to the provisions *Agricultural Societies Act*, R.S.A. 2000, c. A-11, as amended (the “ASA”);

AND WHEREAS the Town values the role of the Society in promoting, encouraging, developing and sustaining an affordable level of quality recreational and cultural services within the Town for the health, benefit, and overall well being of Town residents, including but not limited to Tofield Western Days and the Ry-Tof Slo Pitch Tournament;

AND WHEREAS the Town owns lands located within the Town legally described as:

PLAN 5457AH
BLOCK FIFTY FIVE (55)

EXCEPTING THEREOUT:

ALL THAT PORTION SHOWN COLORED PINK ON PLAN OF GAS
PIPELINE RIGHT OF WAY AS PLAN 709HW, CONTAINING 0.0004
HECTARES (0.001 ACRES) MORE OR LESS

1.3.3 HECTARES (3.23 ACRES) MORE OR LESS UNDER PLAN 3736TR

1.94 HECTARES (4.79 ACRES) MORE OR LESS AS SHOWN ON ROAD
PLAN 8321493

PLAN 8920460 ROAD 0.048 HECTARES (0.12 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

(hereinafter referred to as the “Lands”);

AND WHEREAS the Town and the Society entered into a Lease Agreement, dated December 15, 1971, whereby the Town leased the Lands to the Society for a period of 99 years for a cost of ONE (\$1.00) dollar (the "Lease Agreement");

AND WHEREAS the Society owns and operates an arena building (the "Society Building") which it constructed on the Lands;

AND WHEREAS the Town and the Society both believe that the cost to develop, maintain and sustain quality affordable recreational and cultural services for Town residents is a shared responsibility within the community and among members of the community, community volunteers, the Town and surrounding area;

AND WHEREAS the Town and the Society have cooperated in the provision of certain services related to the Society's operations and the Society Building and wish to enter into this Agreement to acknowledge and formalize those arrangements;

NOW THEREFORE in consideration of the covenants of each of the parties hereto, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Town and the Society hereby covenant and agree as follows:

1. The preamble to this Agreement is incorporated herein.
2. The Society covenants and agrees to operate and maintain the Society Building solely for the purposes of developing, maintaining and sustaining quality affordable recreational and cultural services for Town residents, which includes ensuring that the Society Building is at all times open and available to the public subject to normal operation hours and reasonable management practices.
3. The Society shall maintain the Society Building in a reasonable state of repair and keep the Society Building in an orderly, clean and safe condition by carrying out necessary maintenance, in accordance with the standards of a prudent owner and, in any event, in accordance with any standards established by the Town for the maintenance of public facilities from time to time.

4. In consultation with the Town, the Society shall operate and manage the Society Building in a safe, efficient and good workmanlike manner and not cause or allow any activity on the Lands in contravention of any applicable laws, regulations or bylaws.
5. Except as otherwise provided for herein and as may be expressly agreed upon in writing by the Town from time to time, the Society shall be solely responsible for all costs associated with operating and maintaining the Society Building.
6. The Town will use its best efforts to provide reasonable support to the Society in the form of funding, materials, equipment and equipment operators, to the extent such resources are not otherwise required by the Town for its own purposes.
7. The Town agrees to provide two (2) equipment operators to the Society from October 1 to March 31 (six months) of each year during the currency of this Agreement, in consideration of which, the Society agrees to pay the Town an amount equivalent to the equipment operator's remuneration, including the cost of the equipment operator's salary and benefits, which salaries, along with the cost of benefits, may increase, or decrease, over time.
8. In addition to the foregoing, the parties may negotiate the provision of additional equipment operators to the Society by the Town as may be required from time to time for the operation of the Society Building and the provision of services by the Society, on such terms as may be agreed upon by the parties, acting reasonably.
9. The Town's obligation to provide equipment operators to the Society is subject to such equipment operators being in the employ of the Town and, despite the Society contributing to the cost of the equipment operator's salary and benefits, such equipment operators shall be directed and managed by and report to the Town. The Town may, in its sole discretion, seek input from the Society with respect to the direction and management of the Town's employees.
10. The Town agrees to provide administrative support to the Society in the nature of management and operation of the Society Building and the services provided by the Society. The Society, therefore, agrees to pay the Town ELEVEN THOUSAND (\$11,000.00) DOLLARS per year as a contribution towards administrative salaries, and as an acknowledgement of the administrative support provided by the Town to the Society.

The parties agree to revisit the level of administrative support provided by the Town and the Society's contribution towards administrative salaries regularly to ensure the purposes of this Agreement are being adequately served, both parties acting reasonably.

11. In the event that the Society's costs and expenses with respect to the operation and maintenance of the Society Building exceed the revenues generated by the Society Building and any other funding or donations received by the Society with respect to the operation and maintenance of the Society Building, the Society may submit a request in writing to the Town for additional funding and Town will use its best efforts to provide reasonable support to the Society. The Society acknowledges and agrees that any request shall be subject to approval of Council for the Town, in its sole discretion.
12. The Town shall not be liable to the Society for the Society Building being located on the Lands, or any thing arising from, related to or consequential to this Agreement. The Society acknowledges and agrees that the Society Building has been constructed on the Lands at the Society's own risk and that the Town shall not be liable for anything related thereto including waste, unjust enrichment or any loss or damages suffered by the Society.
13. The Society shall not expand, add to, or conduct any major renovations to the Society Building, without first obtaining the approval of the Town in writing.
14. Upon dissolution of the Society, control, maintenance and operation of the Society Building shall automatically revert to the Town.
15. The Society shall be governed by, subject to, and shall comply with the ASA and all applicable regulations passed pursuant thereto.
16. This Agreement shall commence on the date of execution of this Agreement and shall continue in full force and effect until termination of the Lease Agreement.
17. The Society hereby indemnifies and saves harmless the Town, and its employees, agents, servants, volunteers, elected representatives, officers, officials, and representatives from and against all claims, proceedings, actions, costs, expenses, damages and demands in respect of or related to the Society Building and the services provided by the Society, or anything arising from or connected to this Agreement, including, but not limited to, any

death, injury, loss or damage to person or property howsoever caused, including legal costs on a solicitor and his own client basis.

18. The Society shall maintain insurance, either directly or through the Town, in regard to the Society Building, evidence of which shall be provided to the Town upon request. Such insurance shall include the following:
 - a) Fire and all-perils risk insurance in such amounts as are sufficient to provide coverage for the replacement cost of the Society Building and such contents as may be owned by the Society, or for which the Society is otherwise responsible;
 - b) Comprehensive general liability and owner's liability insurance in an amount not less than FIVE MILLION (\$5,000,000.00) DOLLARS per occurrence against bodily injury or property damage, including the loss of use thereof. The Town shall be added as a named insured under the policy.
 - c) Such further or other insurance as the Society may deem necessary or appropriate.
19. All previous operating agreements between the Town and the Society are hereby terminated and superseded by this Agreement.
20. This Agreement shall enure to the benefit of, and be binding upon, the parties hereto and their heirs, successors, representatives and permitted assigns.
21. This Agreement may not be assigned, in whole or in part, by either of the parties, without the written consent of the other, which consent may be arbitrarily withheld.
22. Each of the parties shall, upon the reasonable request from the other, make, do, execute or cause to be made, done, or executed all such further and other lawful acts, deeds, things, documents and assurances of whatsoever nature and kind for the better or more perfect or absolute performance of the terms and conditions of this Agreement.
23. This Agreement may only be altered or amended by written agreement signed by the parties hereto.
24. This Agreement may be executed in counterparts, each of which when so executed shall constitute an original and all of which together shall constitute one and the same

Agreement, which shall be sufficiently evidenced by either such original counterpart. This Agreement may be executed and delivered electronically.

IN WITNESS WHEREOF the parties hereto, by their duly authorized officers, have set their hand and seals, on the date indicated above.

Town of Tofield

c/s

Per: _____

Per: _____

Tofield Agricultural Society

c/s

Per: _____

Per: _____

[illegible]

Council report Aug 2023

Larry Tiedemann

July 7 at the Tofield Library to sign cheques

July 20 BRAED exec meeting, by zoom

July 20 met with the summer student for the Tofield Museum to discuss the archive work

July 24 Town Council meeting

Aug 3 NLLS budget committee meeting, in Elk Point, to prepare the budget for 2024, and projections for 2025 and 2026.

Aug 11 NLLS executive meeting, in Tofield

Aug 24 Town Council meeting

Larry

Norm Martineau

Council Activities Sept 23

Norm Martineau

DATE	ITEM	NOTES
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Aug 30/23

BEMS

Sept 11/23

Reg Council

Sept 21/23

Hwy 14

Special mtg

Sept 21/23

BEMS

Getting ready for accreditation