



Village of Lougheed
Regular Council Meeting

A regular Council meeting was held in Council Chambers at 7:00 PM on Thursday, February 8, 2012.

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**MEMBERS
PRESENT:**

Mayor Smith, Deputy Mayor Losness, Councillor Cherowka, and Councillor Cameron.

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**OTHERS
PRESENT:**

CAO Alan Parkin and Public Works Dennis Bergseth were also present.

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**CALL TO
ORDER:**

Mayor Smith called the meeting to order at 7:05 PM.

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**CHANGES TO
AGENDA:**

New Business

- 11.4 RFD 12-02-011 - Sale of Surplus Equipment
- 11.5 Women's Institute
- 11.6 Walking Path Letter of Support
- 11.7 Fire Chief
- 11.8 Municipal Affairs Offer for Help

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Correspondence

- 12.4 Wainwright & District Partnership Breakfast

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**ADOPTION OF
AGENDA:**

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031 /12 MOVED by Councillor Cherowka THAT Council accepts the Agenda as revised.

V **CARRIED**

**ADOPTION OF
MINUTES:**

The Minutes of the January 12, 2012 Regular Council Meeting were presented for Council's review.

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032 /12 MOVED by Deputy Mayor Losness THAT the Minutes of the January 12, 2012 Regular Council Meeting be approved as presented.

____ CEO

____ CAO

D **CARRIED**



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The Minutes of the January 26, 2012 Special Council Meeting were presented for Council's review.

033 /12 MOVED by Councillor Cameron THAT the Minutes of the January 26, 2012 Special Council Meeting be approved as presented.

CARRIED

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**BUSINESS ARISING
OUT OF MINUTES:**

Next Council Budget Meeting will be Wednesday, February 22, 2012 at 6:30 PM.

**PUBLIC
HEARING:** No Public Hearing.

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DELEGATIONS:
No Delegation.

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BY-LAWS:
No New By-Laws.

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FINANCE:

034 /12 MOVED by Deputy Mayor Losness THAT Council approves the January 2012 Financial Statement Overview as information.

CARRIED

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**OLD
BUSINESS:**

035 /12 MOVED by Deputy Mayor Losness THAT Council provides first reading to proposed Master Rates Bylaw 720/12 with recommended changes.

CARRIED

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036 /12 MOVED by Councillor Cameron THAT Council provides first reading to proposed Wastewater Bylaw 721/12 with recommended changes.

CARRIED

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**COUNCILLOR
REPORTS:**

Mayor's/ Councillor Calendar was presented for Council's review.

Trail of the Buffalo - Meeting held January 24, 2012. Discussed was: Passport program will be from May 15 - October 15, 2012; Insurance costs; Brochures; Website having a few issues with; Facebook - looking at a new page; Membership Pricing - municipalities with populations of under 100 rate is \$150.00. Suggested that municipalities under a member municipality be offered a reduced rate to join. This was tabled until next meeting. Minutes of the December 3, 2011 meeting. Discussed was: Financial Report - \$8,000.00 in the bank and discussion had about pulling the GST from the AGM meeting revenue and from the DMF; Business & Marketing Plan - Request for help from memberships in approaching non-members to get them to join; Insurance - Directors Liability is in place and paid in full as of November 1, 2011; Website - Working on current template to see if will work before considering a new template in the new year; Historical Site Tour - Contacted Travel Alberta to have an evaluation can be completed and the Trail can receive funds; Passport Program - In the development stages, Participants would have to get the passport stamped and then send in for a prize draw; Brochures - Developing brochures. Looking at developing specific brochures, will contact BRAED for template; Centennials - Suggested to attend events to hand out information; Growing Rural Tourism Conference - will be April 2 - 4, 2012.

037 /12 MOVED by Councillor Cherowka THAT Council approve payment of \$150.00 for the 2011/12 dues to the Trail of the Buffalo.

CARRIED

Lobby Government Effectively - Fax received January 24, 2012. Fax in regards to a one-day course being put on through Grant McEwan to help organizations lobby government.

Flagstaff Regional Solid Waste Management Association - Strategic Plan Meeting held January 12 & 13, 2012. Discussed was: Employee retention; Increase recyclables and recycling; Go after more market share; Attract high paying waste disposal from oil companies and others; Get more state of the art equipment; Beautify trucks - make them more eye catching; Budget for new equipment and post closure site.

Flagstaff County - Meeting held at Lion's Den. Meeting was in regards to the rebuilding of the oiled road on the west side of the Village. Discussed was: moving the road away from Mackay Lakes and take it over the hill, this to make the road safer; Cost is estimated at \$3.75 million; The road would be oiled from Lougheed to the Correction Line and gravel from then on. Project is slated to start 2013 or 2014.

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Battle River Alliance for Economic Development - Meeting held December 9, 2011. Discussed was: Ambassador Program Update - BRAED has sponsored the program, toolkit is to be developed; Video Conference call with Javier Salazar from Junior Achievement - Flagstaff County will sponsor the program; 15 kids needed to run program; Chinese Mission Update - Use ICCI funding to do some capacity building, Discussion on what BRAED can do with the Chinese Trade Mission, Suggested BRAED develop a regional video; Marketing & Communications Task Team - Update on website improvements, Maximize Trade Shows; Business & Investment Attraction Task Team - Will proceed with proposal to prepare for the June trade show; Trade Corridor Development - Report will be issued shortly regarding the Trade Corridor, Three alliances will send in application requesting funding from ATB & E minister and request more assistance from Dawna Allard; Youth Engagement & Entrepreneurship - Summer job fair at Augustana North Campus is February 1, 2012, BRAED could sponsor a business for this fair.

Public Open House - Discussion had regarding Council holding an Open House. Decided that March 22, 2012 at 7:00 PM at the Lougheed Hall.

Flagstaff Intermunicipal Partnership - Meeting held January 9, 2012. Discussed was: Internal Change Order - this is for the Water Operator's Consortium to possible get more funding for additional expenses from Alberta Transportation; Presentation by Flagstaff Beaver Early Childhood Development Coalition, presentation was on how communities can support healthy early childhood development, communities can help create the environments that children need to thrive and succeed, FBECDC is currently working on two initiatives one is a community survey and the second it a pay it forward cards; Group then reviewed the proposed Flagstaff Regional Subdivision and Development Appeal Board Agreement and Bylaw. Changes were suggested; Networking evening planned for February 9, 2012 in Lougheed for elected officials and CAO's; Remote monitoring system for the Water Operators Consortium was discussed; Fire Agreement was discussed, County should negotiate agreement for each municipality, wages/ funding caps, Towns and Villages need more input on agreement, Revenue from jointly owned equipment should not stay with the County; 2009 MSP - Food Bank - Renovations are complete, permission granted by Municipal Affairs to use extra money to purchase shed; Rural Community Adaptation Grant - projects are to be completed by March 31, 2012, Committee will contribute \$1,000.00 to the FIRST guest speaker Liz Murray; 2012/13 Operating Budget - All municipalities have approved the budget; Regional Economic Development Strategy - Suggestions given to Flagstaff County on how to make this project a regional project; Implementation of Regional Water Operators Consortium - Project began November 30, 2011 with ISL representatives.

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Flagstaff Regional Housing Group - Meeting held January 17, 2012. Discussed was: ASHCA Convention on March 25, 2012, three people attending; Direct Deposit discussed; Signing Authority - John was added; Name Tags - All staff will wear them; Organizational Chart - all will stay the same except for Patti who will be the Manager of Housing.

Joint Village of Lougheed/ Ag Society Meeting - Meeting held January 23, 2012. Discussed was: Insurance - AMSC is \$20,064.00 and Foster Park Basket is \$11,323.00. The decision was made to have the policy with AMSC cancelled and go with Foster Park Basket; Campground - Village gets the revenue and incurs all expenses; Battle River Community Foundation - \$600.00 donation to the arena.

Alberta Urban Municipalities Association - Annual Convention in Edmonton on September 26 - 28, 2012.

038 /12 MOVED by Councillor Cameron THAT Council not send anyone to the 2012 Annual Alberta Urban Municipalities Association Convention in Edmonton.

CARRIED

Flagstaff Emergency Services - Lougheed would be a Level 1 Fire Department. Lougheed could try to attain a Level 2, this would require training to Provincial standards. As being a Level 1 the Department will be limited on fighting structural fires. The new agreement would see the County purchase quick response truck once the current pumper becomes non-certifiable in 2019. Fire fighters would be paid \$20.00/ hr for calls in the County. County would also pay for equipment that is sent to a County fire. Kim Cannady would be name Regional Fire Chief and would help with training. Lougheed would also have a mutual aid agreement with the other Towns that have Level 2 Fire Departments to have as back up for structural fires.

039 /12 MOVED by Deputy Mayor Losness THAT Council approve the following changes to the proposed Fire Services Agreement developed by the CAO's, being; 1. Removal of funding caps for operating expenses and capital replacement with prior approval by the Flagstaff County Regional Emergency Services Coordinator; 2. County will reimburse departments \$20 per hour for wages when responding to fires within Flagstaff County; 3. Flagstaff County will compensate municipalities for any and all additional equipment required when responding to fire calls within Flagstaff County; and further that Council instructs the CAO to send a letter in this regard and also suggest that a firm timeline be established for submission and approval of expenditure budgets.

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CARRIED



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Committee Appointments - Council discussed the changes that need to be made in regards which member of Council will fill the vacant Committee Appointments.

040 /12 MOVED by Councillor Cherowka THAT Council accepts the following appointments: Loughheed Fire Department - Councillor Cameron. Alternate Appointments: Mayor Smith - Flagstaff Regional Housing Group and Loughheed Library Board, Deputy Mayor Losness - Flagstaff Intermunicipal Partnership Committee and Loughheed Fire Department, Councillor Cameron - Flagstaff Regional Solid Waste Management Association.

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**NEW
BUSINESS:**

041 /12 MOVED by Councillor Cherowka THAT Council approved safety policies SP004, SP005, SP006, SP007 and SP008 as presented.

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CARRIED

042 /12 MOVED by Councillor Cameron THAT Council approves Human Resource policy HR001 as presented.

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CARRIED

043 /12 MOVED by Deputy Mayor Losness THAT Council sets the date for By-Election as April 4, 2012 with no advance polling stations.

R

CARRIED

044 /12 MOVED by Councillor Cherowka THAT Council sets the nomination day for the Village of Loughheed By-Election as March 7, 2012.

C

CARRIED

045 /12 MOVED by Councillor Cameron THAT Alan Parkin be appointed as the returning officer for the By-Election.

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CARRIED

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046 /12

MOVED by Deputy Mayor Losness THAT Council instructs the CAO to offer for sale the following surplus equipment 2006 Ammann ASC70 single drum roller, 2003 model 4233 Massey Tractor with model 1070 loader and three buckets (6 foot, 7 foot with forks and grapple, 8 foot snow bucket), 8 foot tiller, 15 foot Mirage enclosed trailer, two waste water pumps and one pump pane, open for public bids until March 2, 2012 and if not sold for the set minimum price or higher, to send to the April 24, 2012 Ritchie Brothers auction in Edmonton, with all proceeds used to pay down the Villages debt, except equipment purchased via grants which will be credited to applicable grant program once sold.

CARRIED

Lougheed Women's Institute - Meeting held on February 7, 2012. Discussed was: the Cemetery - W.I. will turn over funds on hand to the Village for the Cemetery account. Village will issue receipts for Cemetery donations, Work done at the Cemetery will be done by the Village. All donations to be put in the Cemetery trust fund. When funds come out of the account the W.I. will be advised.

Walking Path Committee - Letter received February 7, 2012 requesting a letter of support to the committee for their project of widen the existing path to allow for baby carriages and motorized carts also to provide more room for the walkers and runners on the path. This letter would be part of the grant application package to the County.

Fire Chief - Fire Chief Greg Rarick has advised CAO he will be stepping down as Fire Chief on June 1, 2012.

CORRESPONDENCE:

CAO Report - Public Works have reviewed requirements for bobcat and equipment requirements; Battle River Watershed Alliance policy committee meeting and State of the Watershed Committee; Seven Deadly Sins of Community Marketing - This was a 1 hour webinar; Trail of the Buffalo meeting.

Upcoming CAO Events - February 9 - Brownlee LLP Seminar & FIP Networking meeting; February 14 - Regional Innovation Network; February 16 - Hardisty regular Council Meeting; February 20 - Family day; February 21 - Trail of the Buffalo & Flagstaff Emergency Services Committee; February 23 - Battle River Watershed Alliance - Watershed Management Planning Committee; February 23 - BRAED Ambassador Program; February 29 - Drought & Watershed Management Workshop; March 1 - Hardisty regular Council Meeting; March 5 - Flagstaff Intermunicipal Partnership; March 8 - Lougheed regular Council Meeting; March 15 - Hardisty regular Council meeting.

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AMSC Insurance - Letter received via e-mail January 16, 2012. Letter was in regards to insurance renewal update.



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Municipal Affairs - Letter dated December 21, 2011. Letter was from Municipal Affairs and Battle River - Wainwright MLA Doug Griffith. Letter was sent to recognize the Village's 100th Anniversary.

Wainwright & District Partnership Breakfast - Invitation received February 1, 2012. Invitation was to their next breakfast on February 29, 2012.

**CONFIDENTIAL
ITEMS:**

- Labour - No Matters to Discuss.
- Legal - No Matters to Discuss.
- Land - No Matters to Discuss.

ADJOURNMENT:

047 /12 MOVED by Mayor Smith THAT Council adjourn the meeting at 9:47 PM.

CARRIED

CEO (Mayor), Debra Smith

CAO, Alan Parkin

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