

**MINUTES OF REGULAR MEETING
OF THE VILLAGE OF CHIPMAN
DECEMBER 14, 2009**

CALL TO ORDER:

Mayor Palmer called the regular monthly meeting to order at 8:00 p.m.

PRESENT:

In attendance were Mayor Palmer, Councillors Stead and Stribling, administrator Pat Tomkow and Administrative Assistant Keiron Rocque.

ADOPTION OF AGENDA:

M#149-2009 Stribling: that the agenda be adopted as printed and distributed.

Carried Unanimously

ADOPTION OF MINUTES

M#150-2009 Stead: that the Minutes of regular meeting held November 2, 2009 be accepted as printed and circulated.

Carried Unanimously

DELEGATION:

No Requests for Delegations.

BUSINESS ARISING OUT OF MINUTES:

a) Chipman Road Program

A memorandum outlining road program costs and a listing of remaining deficiencies from had been circulated with the agenda. Total value of to date contract payment \$974,370.02 less holdback of \$97,437.00. Genivar Engineering will be issuing a Conditional Construction Certificate for the remaining work and placing a holdback of \$100,000 to cover deficiencies. Genivar is proposing a deadline of June 30, 2010 to complete the deficiencies. Should work not be completed by that date, the holdback will be utilized to hire a contractor to complete the work.

The other issues noted were the escalating engineering costs and Council's dissatisfaction with the engineering and the roadwork. Mayor Palmer noted that Genivar representatives will be meeting with Council the following day to work out a settlement as Council is not prepared to approve progress payment No 3 at the present time.

No further action taken.

b) Development Agreement – Coyote Commons Bare Land Condo

A subdivision and land consolidation had been proposed by the developer for the Coyote Commons project. Subdivision approval is contingent upon execution of a development agreement, posting of adequate security and the required legal plan of survey. A draft agreement prepared by Village solicitor Wm Barclay was

Business Arising (Cont'd)

circulated for council approval. Agreement Schedules are to be completed and Transfer of Land negotiated.

M#151-2009 Palmer: that Council approve the terms of the Development Agreement as prepared and submitted by Solicitor Wm. Barclay.

Carried Unanimously

c) Subdivision Update Lot 1, Block 12 Plan 4802 CL

Copies of the subdivision application and drawings were circulated at the meeting. A portion of land is to be taken from the parcel to widen the Village truckfill turnaround. The remainder of the land will be incorporated in the Coyote Commons subdivision.

As the Village subdivision authority, Wm. Dolman cautioned that to protect Village interests, this subdivision needs be registered prior to the endorsement of the Coyote Commons application.

Also noted was a scheduled meeting with Developer Ted Rea December 15, 2009.

d) Leasing or Curling Rink Building and Insurance Coverage

It was noted that since the agendas were distributed, all billings have been paid. The Village is waiting written confirmation of insurance coverage.

e) Appointment of Fire Chief

Council was updated on the several meetings held with Steve Rasmussen and changes taking place within the fire department. It was agreed that additional budget would be required to initially outfit the fire department and that the County may be open to a secondary funding application.

M#152-2009 Stribling: that Steve Rasmussen be appointed Fire Chief of the Village of Chipman and that administration provide written confirmation of the appointment.

Carried Unanimously

f) Chipman 100th Anniversary Celebrations

First meeting of 100 Anniversary Committee to take place some time in December. Will involve a 3-year planning process Council agreed to budget \$2,000 for first year planning.

FINANCIAL REPORTS:

The Administrator reviewed with Council the Statement of Operating Revenues/Expenditures for the month ending November 30, 2009 a revenue shortfall for the period. Other than garbage collection utilities are self sustaining.

M#153-2009 Stribling: that the financial report for the period ending November 30, 2009 be received for information.

Carried Unanimously

PAYMENT OF ACCOUNTS:

M#154-2009 Palmer: that the accounts covered by cheque numbers 20090383 to 20090425 inclusive, for the total sum of \$44,294.92 be and are hereby approved for payment.

Carried Unanimously

CORRESPONDENCE for Information:

a) Alberta Municipal Affairs Minister Ray Danyluk - Letter to Mayor Palmer re October regional meetings with municipal officials.

b) Alberta Municipal Affairs

October 22, 2009 letter from Municipal Affairs Minister Danyluk approving the operating component (\$32,954) of the 2009 MSI project profile.

c) Alberta Tire Recycling Authority

Grant Payment of \$15,685 received in support of pour in place surface installed alongside the Village administration building.

d) Alberta Municipal Affairs

Notice of time extension granted to Lamont County under Regional Partnership Implementation Grant Program.

e) Alberta Municipal Affairs

2008/2009 Annual Report available on line.

f) Alberta Transportation Minister Luke Ouellette

2008-09 Annual Report and highlights available on the Alberta Transportation website.

g) Alberta Emergency Management Agency

October 24, 2009 correspondence advising of enhancements to the Alberta Emergency Notification System (AENS).

h) Triland International Inc.

November 13, 2009 response to Municipal Government Board re Land Trust.

i) Ducks Unlimited

November 13, 2009 letter providing the MGB additional information on the Land Trust.

j) Safety Codes Council

October 30, 2009 notice to all accredited organizations concerning adjustments to permit levies. Effective January 1, 2010 levies will increase from 3.5% to 4% of permit cost. Minimum levy \$4.50.

k) AUMA

2009 convention update from president Darren Aldous.

M#155-2009 Stribling: that the foregoing correspondence items be accepted for information purposes.

Carried Unanimously

OTHER BUSINESS:

a) Municipal Sponsorship Grant

Chipman allocation \$5,142. Inter-municipal joint emergency communications project requested by County – application deadline January 15, 2010.

M#156-2009 Palmer: that the Village commit its allocation to the joint communications project requested by Lamont County as set out in the attached resolution.

Carried Unanimously

b) Soil – Testing Bromacil Analysis.

As traces of Bromacil were found in the dirt pile stored adjacent to the Village compound, the soil will need to be removed.

M#156-2009 Palmer: that the owner's be invoiced for cost of soil testing and advised of the requirements to remove the dirt pile.

Carried Unanimously

c) Tangible Capital Assets Policy

Under the new PSAB reporting requirements, a Tangible Capital Assets policy for the Village was circulated for Council approval. The policy addresses classification of assets, capitalization threshold and amortization.

It was noted that the majority of capital assets have been entered into the Muniware TCA software module.

M#157-2009 Palmer: that Chipman Village Council adopt the TCA policy as presented.

d) Alberta Municipal Affairs Emergency Management Training Initiative

Funding of \$150,000 available to delivery training workshops. Councillor Stead indicated this is a regional program and the town of Vegreville currently runs training in the northeast region. No further action taken.

e) Alberta Small Communities – Status Report

A report on the Alberta Small Communities Alliance November 24th meeting in Chipman was given at the meeting. The alliance is an independent advocacy organization (separate from the UMA) intended to protect and promote Alberta's small communities.

Mayor Palmer stated that the Village should wait for confirmation as to whether or not the Alliance will succeed in attracting membership.

f) Lamont County Adult Learning Centre - Donation Request

Request for \$150.00 donation towards the 'Play and Learn' a family literacy development program.

M#158-2009 Stead: that Council approved the \$150.00 towards the P.A.L. program.

Carried Unanimously

g) Brownlee Fryett Law Seminar

A listing of topics offered was circulated to Council. Attendance declined on basis of registration fees.

h) Alberta Environment – Pandemic Influenza Water Sector Guide

Guidance from Alberta Environment to assist communities in dealing with potential impacts to water/wastewater facilities that may arise due to pandemic influenza. Conditional Certification Program offered.

M#159-2009 Stead: that this item be accepted as information.

Carried Unanimously

Other Business (Cont'd)

i) Donation Request – Kalyna Country Festival (St. Michael)

M#160-2009 Palmer: that the donation request be denied.

Carried Unanimously

REPORTS:

a) Administrator

A verbal report made reference to the following:

- Results of November 2009 sewerline flushing carried out by Cam Trac.

Color coded map was provided.

- summary of CAO's / Fire Chiefs Nov 21, 2009 meeting. Topics covered were communication systems presentations/questions and answers, dispatch services and GPS call management. Fire agreement expires December 31, 2009. Consensus that agreement will be extended by 6 months to allow for adequate review. MOU will be put in place to extend the agreement.

- legislation regarding new assessment complaint process and training requirements for elected officials and ARB clerks.

Mayor Palmer directed administration to contact the Assessment Services Branch to have a representative attend the January Council meeting.

- bi-monthly testing dates for AENS (Alberta Emergency Notification System).

- provincial review of debt limit regulation for municipalities

M# 161-2009 Stribling: that the administrator's report be accepted for information

Carried Unanimously

b) **COMMITTEE REPORTS:**

i) Fire Department

No Items

ii) Regional Solid Waste Commission

No meeting.

iv) Lamont County Housing Foundation

Meeting scheduled for January 18th

iv) C.R. Vegreville Corridor Water Services Commission

Mayor Palmer reported that Vermilion Water Group had expressed an interest in meeting with the Commission.

v) Chipman Agricultural Society

Annual Meeting held December 2nd.

viii) FCSS (Family and Community Support Services)

Councillor Stribling commented on excellent work of the FCSS director.

M#162-2009 Stribling: that the Committee and Board Reports be accepted for information purposes.

Carried Unanimously

ADJOURNMENT:

The Mayor adjourned the meeting at 9:46 p.m.

Mayor, Jim Palmer

Administrator, Pat Tomkow