

**MINUTES OF REGULAR MEETING  
OF THE VILLAGE OF CHIPMAN  
April 5, 2007**

**CALL TO ORDER:**

Mayor Jim Palmer called the regular monthly meeting to order at 10:00 a.m. The meeting was moved forward from the regular date to accommodate a member of Council not available on the second Monday. Notice of meeting change had been posted.

**PRESENT:**

In attendance were Mayor Palmer, Councillors Stead and Stribling, and Administrator Pat Tomkow. Mr. Vern Wilson sat in as an observer.

**ADOPTION OF AGENDA:**

M#42-2007 Palmer: that the agenda be adopted as printed and distributed with the addition of Road Closure Bylaws under item 9(a) Land Use Bylaw Amendments.

Carried Unanimously

**ADOPTION OF MINUTES:**

M#43-2007 Stead: that the Minutes of Regular Council Meeting held March 12, 2007 be adopted with the following addition:

**“DELEGATION:**

Mrs. Della Joseph attended to ask that she be allowed to use the National Hall Kitchen Facilities for food preparation several times a week. Council agreed to rent on the basis of \$20 per day; that she is to supply her own cleaning supplies and clean up after each use; that Council will monitor the arrangement for one month; and that Mrs. Joseph will attend the April Council meeting to discuss how the arrangement is working.”

Carried Unanimously

**ADOPTION OF PUBLIC AUCTION REPORT**

M#44-2007 Stead: that the Administrator’s Report of the Public Auction held on April 2, 2007 be accepted as delivered.

Carried Unanimously

**BUSINESS ARISING OUT OF MINUTES:**

There were no items under this heading.

**FINANCIAL REPORTS:**

Statement of Operating Revenues/Expenditures to March 31, 2007

The administrator reviewed the statement with Council comparing revenues to expenditure levels.

M#45-2007 Stribling: to adopt the Statement as presented.

Carried Unanimously

**PAYMENT OF ACCOUNTS:**

M#46-2007 Stribling: that the accounts covered by cheque numbers 2007-0103 to 2007-0129 inclusive for the total sum of \$16,766.48 be and are hereby approved for payment.

Carried Unanimously

**CORRESPONDENCE (Information Items):**

a) Minister of Municipal Affairs and Housing

March 14, 2007 letter advising that the Energy Management/Enhancements – Chipman National Hall project application under the Municipal Sponsorship Program has been approved for a \$10,000 grant.

b) Civic Solutions Inc.

March 2, 2007 letter offering their services in providing staffing support.

c) Canadian Emergency Management Course

March 29, 2007 written report filed by Toni Nygren on participating in the Canadian Emergency Management College course held March 16-19 in Ottawa.

d) Lamont County

March 19, 2007 letter seeking assistance in compiling a list of items required during a pandemic emergency.

e) Village of Chipman

March 12, 2007 letter from Pat Tomkow to Mrs. Della Joseph re: renting National Hall Kitchen facilities.

f) Lamont County Community Adult Learning Council

March 23, 2007 letter of thanks from Ms. Debbie Holland for the Village's donation to the Spring Tune Up.

g) Town of Lamont

March 27, 2007 invitation from the Town of Lamont to participate in Lamont Fair Days Parade, July 28, 2007.

h) Alberta Health and Wellness

March 21, 2007 letter concerning 2007/2008 ambulance services grant funds.

i) Alberta Municipal Affairs and Housing

March 9, 2007 letter seeking cooperation in participating in a survey of Alberta municipal administrators.

j) Village of Chipman

March 30, 2007 letter of agreement with Mr. Colin Baker re: deadline for cleaning up his property.

k) Village of Chipman

March 2007 Waiver by Lessee, signed by Gerald Yost and Village of Chipman.

l) Bill Boskwick, Emergency Management Alberta

March 26, 2007 e-mail concerning declaration a state of local emergency in event that local officials not available. Declaration can be made by the LtGov in Council on behalf of the municipality.

M#47-2007 Palmer: that the correspondence items be received as information and that Toni Nygren be authorized on behalf of Council to issue the Declaration in the above noted situation.

Carried Unanimously

**OTHER BUSINESS:**

a) Amendments to Land Use By-Law and Road Closures

M#48-2007 Stead: that First Reading be given to Bylaw No. 516-2007, to amend the current Village Land Use Bylaw No. 486-2000 to rezone a portion of lands shown on Part 6 of the Land Use District Map from an Institutional Designation to that of a Residential Designation and to set May 14, 2007 as the date for public hearings.

Carried Unanimously

M#49-2007 Stribling: that First Reading be given to Bylaw No 517-2007, for the purpose of closing a portion of roadway between 47<sup>th</sup> Avenue and 48<sup>th</sup> Avenue and creating title through consolidation with adjoining parcels and that May 14<sup>th</sup> be set as the date for Public Hearings on this matter.

Carried Unanimously

M# 50-2007 Stead: that First Reading be given to Bylaw No 518-2007 to close a portion of roadway between 46 and 47<sup>th</sup> Avenue along the east boundary of Parcel 'A' and that May 14<sup>th</sup> be included as the date for Public Hearings on this item.

Carried Unanimously

M# 51-2007 Palmer: that First Reading be given to Bylaw 519-2007 for the purpose of closing to public travel and canceling a public highway between Lot 2 Block (7) and (8) formally known as Fourth Avenue and that this closure be included at the May 14th Public Hearing date.

Carried Unanimously

b) Alberta Municipal Affairs and Housing

March 7, 2007 letter listing various locations for Assessment Review Board training sessions.

Consensus of Council was that anyone interested and available could the sessions.

b) Travel Alberta Open Houses April 17 – May 17, 2007:

Travel Alberta letter advising of dates and locations. No further action taken.

c) Bill Boskwick – Municipal Emergency Plan Review Checklist

E-mail attaching a MEP review template to serve as a guide in updating a local Emergency Plan.

M# 52-2007 Palmer: that administration work with Toni Nygren to complete the review and that Bill Boskwick of Emergency Management Alberta be asked to a subsequent meeting of Council.

d) Alberta Environment – Water Management and Erosion Control Program:

Review of previous application for funding. It was noted that the Village had approached Lamont County to assist with the drainage problem.

**REPORTS:**

Administrator's Report

- attendance at GFOA workshop concerning the latest developments with the implementation process directed by PSAB for Tangible Capital Assets and the Federal and Provincial Infrastructure Grant Programs.
- AUMA municipal news for Council and CAO's
- Ford recall on village ½ Ton

Administrator's Report (cont'd)

- May 31, 2007 deadline Canada Alberta Municipal Infrastructure grant application. Village will pursue additional funding for road paving.

M#53-2007 Palmer: that the Administrator's Report be accepted for information.

Carried Unanimously

**COMMITTEE REPORTS:**

- i) Ambulance Report  
No meeting held.
- ii) Fire Department  
No meeting was held.
- iii) Lamont County Regional Solid Waste Commission  
Councillor Stribling reported on the plans for a sewer lagoon and evaporation cell at the St. Michael Landfill site. The matter of a regional garbage truck needs to be resolved among the municipalities.
- iv) Lamont Seniors' Foundation  
Northern meeting April 13 2007.
- v) Vegreville Corridor Water Services Commission  
Chairman Palmer made note of operational matters between the Northeast and Vegreville Commission. He also shared information on different types of management structures presented at a legal seminar.
- vi) Chipman Agricultural Society  
Fair days will be held on June 9, with a petting zoo and a BBQ. A regional gymkhana competition may also be held in conjunction with the Fair.
- vii) FCSS  
Councillor Stribling reported on year-end audited financial statements
- viii) LEAP
- ix) Mayor's/CAO's Meeting – April 19, Chipman  
Mayor Palmer suggested that the Village of Chipman consider opting out from the group however the Village will host the April 19<sup>th</sup> Meeting.

M#54-2006 Palmer: that the Committee and Board Reports be accepted for information purposes.

Carried Unanimously

Local Agricultural Society member Vern Wilson approached Council to question the venue of holding Agricultural Society meetings to the Village office instead of the curling rink as the Society was of the understanding that the heat in the curling rink was to be turned off in winter. As the curling rink is not used as often he questioned the matter of utility costs being included in the maintenance agreement.

It was clarified by Mayor Palmer that the heat was never turned completely off so as to prevent freezing. Extra costs are incurred mainly due to negligence of users when heat is turned up and left on for days – the cutter rally is a prime example.

On the matter of costs Mr. Wilson was advised that the annual maintenance charges are more than reasonable and do not cover all of the Village's input costs. Mayor Palmer further reminded Mr. Wilson that the Village does its best to support the Agricultural Society and, as Mayor, his first responsibility is to the ratepayers of Chipman.

**ADJOURNMENT:**

Mayor Palmer adjourned the meeting at 12:30 p.m.

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Mayor, Jim Palmer

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Administrator, Pat Tomkow