

**Regular Meeting of Council for the
Village of Carmangay,
November 20, 2018
at the Carmangay Library**

CALL TO ORDER Meeting was called to order by Mayor Stacey Hovde at 6:30 p.m.

GUESTS None

PRESENT Stacey Hovde, Mayor
JoAnne Juce, Deputy Mayor
Peggy Hovde, Councillor
Patrick Bergen, Chief Administrative Officer

APPROVAL OF THE AGENDA

Motion made by Deputy Mayor Joanne Juce to approve the agenda as amended with the addition of New Business Item G Facebook Page.

Carried

MINUTES

Motion made by Councilor Peggy Hovde to approve the minutes of the Regular Meeting of Council held October 16, 2018.

Carried

Motion made by Deputy Mayor JoAnne Juce to approve the minutes of the Public Hearing Meeting held October 16, 2018.

Carried

Motion made by Councilor Peggy Hovde to approve the minutes of the Organizational Meeting held October 16, 2018 as amended removing f) Appeal Board.

Carried

OLD BUSINESS

None

PUBLIC WORKS REPORT

The following Public Works Reports was presented:

The CAO has been meeting weekly with both Public Works personnel from the Village of Carmangay and the Village of Champion.

In addition to his normal duties John achieved the following:

- Filling of potholes on the paved sections of Pacific and elsewhere.
- Installation of a culvert to provide access to the new commercial landowner in the northern industrial area.
- Completion of mowing for this year.
- Painting of manhole covers to be ready for Vulcan County grading. Vulcan County did some grading but not the amount that we would have liked. There will be a grading in the spring that should address the roads missed this fall.
- Pressure tested the water for a resident on Whitney street to provide some background information helpful to the water issue research. In addition, John assisted with reviewing some of the water and sanitary line areas.
- John installed a heat tape in the old water plant for the section of water line that is still connected. Properly decommissioning the old water plant will be a focus moving forward.
- Fixed an issue with the mower.
- Has created a flat metal attachment for the bucket of the backhoe.

ADMINISTRATOR REPORT

The following CAO report was presented:

Most of the focus of the CAO has been on preparing for the Operational and Capital plans moving forward as well as the water issue research. Some of the highlights have been:

- Meeting with Heather and the Municipal Clerk for the Village of Champion on a weekly basis to begin the transition plan to a new accounting system and related processes. The idea is to streamline both offices and have common practices.
- Meeting with both Public Works personnel on a weekly basis. In addition to reviewing the proposed work and projects there has been a better understanding of what equipment and inventory is available at each location. For example, Champion has a large inventory of water line parts that could be made available to both municipalities if there is an issue. Some future capital planning discussions were also held to optimize equipment. Champion is considering a new backhoe that is the same brand as the one in Carmangay. This will make maintenance of both backhoes easier.
- Providing background research for the Carmangay Rec Board. This information is provided in this agenda.
- Liaising with G3 and Vulcan County about the project on the edge of the Village of Carmangay. There are some opportunities that still need to be finalized.

- Like the rest of Council, the CAO participated in an initial screening interview with municipal affairs for the considered municipal inspection.

CORRESPONDENCE

The office received a letter via email from the Carmangay Advocacy Group on November 8, 2018 which is below.

Village of Carmangay

P.O. Box 130

Carmangay, Alberta

T0L 0N0

October 29, 2018

Attention: Patrick Bergen, CAO

The following are questions and concerns that the Carmangay Advocacy Group have regarding various issues. We respectfully request that the listed queries be addressed at the November Council meeting.

- 1.) Could you please provide information on the status of the water investigation as determined by the engineer?
- 2.) The installation of a new water/wastewater lines in the industrial area has been observed. What is the cost to the village, were there grant monies being allocated for the project and was the project put up for tender?
- 3.) Council moves thru motions and bylaws. We note that this practise is not always adhered to as per the minutes. i.e. installation of the W/W in the industrial area. The draft letter to Vulcan County regarding the G3 and the Jones Property. We note that \$10,000.00 was allocated for the clean up of the land as per the Capital Expense. Who is the recipient of the money? We site MGA 170 (1) – Public office not to be used for private gain.
- 4.) We are requesting information regarding the G3. What is the Municipal Plan regarding roads, rezoning, infrastructure, tax sharing and the allocation of the requested \$30,000.00

We trust this correspondence will be added to your November agenda and that we will receive a response at the meeting. Thank you.

Carmangay Advocacy Group

FINANCIAL REPORTS

CAO Patrick Bergen provided the following financial update.

	MONTHLY STATEMENT	
	Period Ending - October 2018	
Function	Revenue	Expense
Interest: Income & Expense	\$51.50	
Taxes	\$13,147.23	
General Administrative	\$30.00	\$8,745.14
Agency Account	\$1,807.02	
Council-meetings/mileage		\$741.46
Council membership		
Natural Gas Rebate	\$722.62	
Fortis Franchise Fee	\$676.34	
Police/AB Gov fines		
County School Requisition		
Bylaw Enforce./Dog licence		\$94.00
Shop/Public Works		\$7,183.89
Roads and Street		\$1,357.95
Water/Sewer/Garbage	\$13,738.44	\$13,810.91
TVRW Admin. Requisition		
TVRW debenture payment		
Dr Retention		
Benchmark Assessment		\$1,500.00
Insurance		
Marquis		
Scase Audit		
P.O. Rent	\$219.00	
Solid Waste Requisition		
ORRSC		
Ambulance Requisition		
FCSS		
Fire Services Requisition		
Carmangay Library Requisition		
Chinook Arch Requisition		
Axia Supernet rent		

Bank charges		\$77.58
GST Recoverable	\$3,347.31	
Mowing		
Parks		
Cemetery		
MPC		
Total Revenue & Expenses	\$33,739.46	\$33,510.93
Surplus/Deficit	\$228.53	
Cash in Bank -	\$64,294.20	
Outstanding Cheques	\$10,539.26	
Rec. Board Account	\$2,502.06	
GIC Investment	\$411,898.63	
Total Taxes Outstanding	\$33,183.00	
Taxes 2016/17	\$20,412.18	
Tax Outstanding Prior to 2016	\$3,472.46	

Motion made by Deputy Mayor Joanne Juce to accept the financial report.

Carried

NEW BUSINESS

a) CAO Bergen advised Council that there is an opportunity to hire a grant writer for low 100's per application in the many 1000's.

Motion by Deputy Mayor Joanne Juce to hire Liza Dawber as a casual contract grant writer for the Village.

Carried.

b) CAO Bergen updated Council on the long standing water flow issue in the Village and efforts to date to prioritize a multi year program to bring the water infrastructure up to acceptable levels.

c) Council reviewed the go forward plan to upgrade the accounting and meter reading software.

Motion by Councilor Peggy Hovde to provide up to \$25,000 from the operational surplus to purchase a new accounting and meter reading system.

Carried.

d) Council reviewed the draft capital and operational plans and provided input that will be used moving forward.

Motion made by Deputy Mayor Joanne Juce to set a meeting date of November 30, 2018 at 2:30pm at the Village Library to review the Draft Operational Plan.

Carried.

e) Council reviewed the 5-year capital plan with the first year comprising the 2019 capital budget.

Motion made by Councilor Peggy Hovde to accept the 2019 to 2023 Capital Plan.

Carried

Motion made by Deputy Mayor Joanne Juce to accept the 2019 Capital Budget.

Carried

f) Council reviewed the current Facebook page and methods to improve communication with the public.

REPORTS

a) ORRSC

There was no meeting.

b) MARQUIS

The 2019 budget was presented. Food costs have been reduced somewhat, but all other costs remain the same as 2018, allowing for inflation.

However, requisitions for 2019 will be almost double of this year, to ensure that Reserves come back up to approximately \$400,000. These increased requisitions are to be implemented for the next three years.

Fortunately, the Province has awarded about \$350,000 in grants to cover costs of standard maintenance for the aging buildings that the Marquis Foundation oversees.

The Marquis Board also met for a Strategic Planning session, which had not previously been done. It will be very helpful to have these guidelines as the Board moves forward with various initiatives.

The Feasibility Group has also met once again with the consultants.

c) VULCAN DISTRICT SOLID WASTE

Mayor Stacey Hovde attended a meeting of the Vulcan District Waste Commission in which the 2019 budget was presented. There is no material change to the requisition.

d) CARMANGAY AND DISTRICT LIBRARY BOARD

There was no meeting. The tree in Lions Campground was decorated on November 17th.

e) FCSS

FCSS offices had a new security system installed to improve safety for employees, volunteers, and patrons. Cost was minimal and will help provide peace of mind.

Access ramps at main doors are still a work in progress.

Food processes have been streamlined to reduce the huge workload that occurs at Christmas. This will also improve service. Other restructuring is ongoing, with the intention to keep costs under control and improve service levels. More to follow.

The Roots of Empathy program has been implemented at Prairieview Elementary, and seems to be going well. A volunteer baby has been found to facilitate the program.

Motion by Mayor Stacey Hovde to sign the FCSS agreement.

Carried.

f) HALL BOARD

There was no meeting.

g) SOUTHGROW

There was no meeting.

h) TWIN VALLEY REGIONAL WATER COMMISSION

Mayor Stacey Hovde attended a meeting of the TVRWC where the budget was reviewed. There was no material change to the budget.

i) MAYORS AND REEVES OF SOUTHWEST ALBERTA

There was no meeting.

j) HISTORICAL SOCIETY

The Historical Society has requested Village assistance for 3 items:

1 - Creating a swale to further improve drainage around the Old Firehall.

2 - Surrounding the base of the Old Firehall to a distance of 18 - 24" out with gravel or concrete to help prevent further moisture damage.

The above two items have been assessed in a preliminary meeting with the Village CAO.

3 - The sidewalk adjacent to the ramp at the Historical Church sits approx. 3 - 4 inches above grade. The Historical Society has asked that the Village fill in this gap with gravel to permit wheelchair access and improve safety. Gravel may not be effective, so it may need to be concrete.

The Historical Society Craft Sale was held November 10, and was well-attended, and featured some new vendors as well.

l) Chinook Arch

There was no meeting.

m) Teepee Ring Committee

There was no meeting.

EXECUTIVE SESSION

Moved by Councilor Peggy Hovde to go in camera at 8:14pm

Carried.

Moved by Mayor Stacey Hovde to go out of camera at 8:46pm

Carried.

ADJOURNMENT

Mayor Stacey Hovde adjourned the meeting at 8:46 pm

Next Special Meeting of Council – November 30, 2018 at 2:30 pm at the Library

Next Regular Council meeting – December 18, 2018 at 6:30 pm at the Library

Mayor Stacey Hovde

Chief Administrative Officer
Patrick Bergen