

Agenda
Village of Carmangay
Regular Council Meeting
Carmangay Library
April 16, 2019
6:30 p.m.

1. Call to Order
2. Guests: Steve Harty ORRSC
3. Approval of Agenda for April 16, 2019 Regular Council Meeting
4. Approval of minutes of Special Council Meeting – March 19, 2019
5. Business Arising
6. Old Business
7. Public Works Report
8. Administrator Report
9. Correspondence
10. Financial Reports
11. New Business
 - A. 2019 Tax Rate Bylaw
 - B. Update on car charging station
 - C. Letter to Horticultural Association
 - D. Lions Club Campground Agreement extension
 - E. New sanitary line from campground to Whyte Street
 - F. Credit Facility
 - G. Action List
12. Reports
 - a) ORRSC
 - b) Marquis Foundation
 - c) Vulcan District Solid Waste
 - d) Carmangay & District Library Board
 - e) FCSS
 - f) Hall Board
 - g) SouthGrow
 - h) Twin Valley Regional Water Services Commission
 - i) Mayors and Reeves of Southern Alberta
 - j) Historical Society
 - k) Chinook Arch
 - l) TeePee Ring Committee
13. Executive Session

14. Adjournment.

**Regular Meeting of Council for the
Village of Carmangay,
March 19, 2019
at the Carmangay Library
DRAFT**

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, Councilor
Patrick Bergen, Chief Administrative Officer

APPROVAL OF THE AGENDA

Motion made by Deputy Mayor JoAnne Juce to approve the agenda of March 19, 2019.

Carried.

MINUTES

Motion made by Councilor Peggy Hovde to approve the minutes of the Regular Meeting of Council held January 22, 2019.

Carried.

Motion made by Deputy Mayor JoAnne Juce to approve the minutes of the Special Meeting of Council held March 13, 2019.

Carried.

BUSINESS ARISING

Stop signs to be set up at Grand & Armstrong.

Motion made by Deputy Mayor JoAnne Juce to advise staff of 4-way stop signs at Grand & Armstrong.

Carried.

OLD BUSINESS

None

PUBLIC WORKS REPORT

Public Works were focused on:

- Assisting residents with frozen waterline connections. In one case a hose was connected between homes to provide water to the effected home from the other that had running water.
- John attended the annual water conference in Banff to get the required credits to keep his certification as the water operator for Carmangay.
- John assisted with background work for the water line project planning as well as the wastewater lift station.

ADMINISTRATOR REPORT

The CAO was focused on:

- The utility bills that were sent out at the end of last year as well as the most recent ones are now in the system and have been mailed out. We have a bit of tweaking to do on the accounting system in terms of how the revenue is split but can make that fix quite easily. The tax assessments are the next thing to be sent out and then the tax notices. Aside from some training everything appears to be set up and functioning for the new accounting system.
- There was a meeting with Mark Murphy who is the consultant for the Regional Emergency Management Effort. Mark needed some background information about Carmangay as part of the plan. Mark had just met with all of the fire chiefs in the Vulcan area system for their input.
- Further work was done to improve the communications from Council and Administration to the community. We hope to have a newsletter out soon as well as more Facebook and website updates.
- Patrick and Blake met a number of times to finalize some of budgeting and plans for the upcoming project work. Some of that work is reflected later in the agenda.

CORRESPONDENCE

CAO Patrick Bergen received correspondence regarding the potential charging station.

FINANCIAL REPORT

MONTHLY STATEMENT

Period Ending - FEB 2019

Function	Revenue	Expense
Interest: Income & Expense	\$46.82	
Taxes	\$3,548.60	
General Administrative		\$6,571.02
Agency Account	\$1,726.51	
Council-meetings/mileage		\$970.65
Council membership		\$150.00
Natural Gas Rebate	\$1,083.09	
Fortis Franchise Fee	\$855.46	
Police/AB Gov fines		
County School Requisition		
Bylaw Enforce./Dog licence	\$100.00	
Shop/Public Works/Bulk Water	\$750.00	\$11,587.43
Roads and Street		\$1,488.40
Water/Sewer/Garbage	\$4,591.26	\$4,557.25
TVRW Admin. Requisition		
TVRW debenture payment		\$8,531.31
Dr Retention		\$4,822.07
Benchmark Assessment		
Insurance		
Marquis		
Scase Audit		
P.O. Rent	\$223.00	
Solid Waste Requisition		
ORRSC		
Ambulance Requisition		
FCSS		
Fire Services Requisition		
Carmangay Library Requisition		
Chinook Arch Requisition		
Axia Supernet rent		
Bank charges		\$92.96
GST Recoverable	\$951.82	
Campground		
Parks		
Cemetary		
MPC		
Total Revenue & Expenses	\$13,876.56	\$38,678.13
Surplus/Deficit		-\$24,801.57
Cash in Bank -	\$35,377.16	
Outstanding Cheques	\$16,545.48	
Rec. Board Account	\$402.06	
GIC Investment	\$342,970.10	
Total Taxes Outstanding	\$27,479.06	
Taxes 2016/17	\$19,831.04	
Tax Outstanding Prior to 2015	\$7,648.02	

Motion made by Deputy Mayor JoAnne Juce to accept the financial report as presented.

Carrie
d.

NEW BUSINESS

a) **Motion made by Mayor Hovde to authorize the Mayor to sign the below Letter of Support for the Carmangay Community Centre Association.**

b) **Motion made by Councilor Peggy Hovde to accept the 2019 Final Operating Budget.**

c) **Motion made by Councilor Peggy Hovde to direct staff to investigate current policies and bylaws and suggest a policy or bylaw to address requests from property owners for assistance with sanitary and waterline issues.**

d) **Motion made by Councilor Peggy Hovde to authorize the Mayor to sign the Vulcan Regional Emergency Management Agreement.**

Motion made by Deputy Mayor Joanne Juce for Council to pass 1st reading of Bylaw #787 Regional Emergency Management.

e) Council reviewed the upcoming tree removal in support of the upcoming infrastructure work. CAO Bergen will be following up with the Horticultural Association about choice of trees.

Motion made by Councilor Peggy Hovde to direct staff to look into a policy for tree removal and replacement and bring back for Council consideration.

Carried.

f) CAO Bergen advised that the Action List will be available for the next meeting of Council when many of the activities associated with the infrastructure work can be added.

g) Council discussed dates for Spring Cleanup and suggested it should be on May 21, 2019 and advised to announce this in the village newsletter.

h) Council discussed the hiring of a Summer Students.

i) Council discussed FCSS Council Involvement, and specifically FCSS' involvement in St. Patrick's Day activities.

j) Motion made by Deputy Mayor JoAnne Juce to direct administration to complete the Rocky Mountain Equipment Agreement in support of leasing equipment financed in the 2019 to 2023 Capital Plan.

Carried.

REPORTS

a) ORRSC

Councilor Peggy Hovde attended an ORRSC meeting. Discussion involved creation of ortho-layer photographs, in addition to parliamentary procedure.

b) MARQUIS

Deputy Mayor Joanne Juce attended a Marquis Foundation meeting. The Marquis Board is continuing the process of upgrading the policy manual.

The auditor`s report showed that financials were all in order for the past year.

The Feasibility Study for a potential new Seniors` Facility has been completed. For an additional fee, the study consultants will be presenting the proposal & request for grant funding to the Provincial Government.

c) VULCAN DISTRICT SOLID WASTE

No meeting.

d) CARMANGAY AND DISTRICT LIBRARY BOARD

Deputy Mayor Joanne Juce reported that he Carmangay Library was the proud recipient of a READ award at the Southern Alberta Library Conference in early March 2019. My understanding is that this was a third-place award. We received a trophy and \$400.00, which will go toward Special Programming. The Minister`s YOU Award voting has been postponed due to the upcoming election.

St. Patrick`s Day at the Library was very successful, with 40 people attending.

e) FCSS

Deputy Mayor Joanne Juce reported that the Interagency meetings continue to bring positive results for the community at large. Nav-CARE is being funded for one year - care for adult with serious illnesses who may lack funds and thus be experiencing poor quality of life. Social media policies for staff, volunteers and board members were discussed. Additional members-at-large are being sought to join the FCSS Board. FCSS sponsored another successful St. Patrick`s Day event on March 17.

f) HALL BOARD

Councillor Peggy Hovde attended a Carmangay Hall Board meeting.

g) SOUTHGROW

No meeting.

h) TWIN VALLEY REGIONAL WATER COMMISSION

No meeting.

i) MAYORS AND REEVES OF SOUTHWEST ALBERTA

No meeting.

j) HISTORICAL SOCIETY

No meeting.

k) CHINOOK ARCH

No meeting.

L) TEEPEE RING COMMITTEE

Deputy Mayor JoAnne Juce reported that initial excitement among the First Nations technical advisors seems to have died down, as I have not heard anything further for the last few weeks. I have another call into Aboriginal Heritage, but no response yet. We may need to proceed with alternative plans.

M) PEAKS TO PRAIRIE LAUNCH

Mayor Stacey Hovde attended a Peaks to Prairie Launch meeting, in which the committee reviewed implementing a car charging station.

ADJOURNMENT

Mayor Stacey Hovde adjourned the meeting at 9:00 p.m.

Next Regular Council meeting – April 16, 2019 at 6:30 p.m. at the Carmangay Library

Mayor Stacey Hovde

Chief Administrative
Officer Patrick Bergen

7) Public Works Report

In addition to their normal duties, Public Works was focused on the following:

- Continuing to work on the frozen water lines. In one case the water line was unfrozen from the home to the curb stop but there is a sense that the line from the curb stop to the water main is frozen. This has not occurred before in anyone's memory. Options are being investigated to see if there is a solution if this occurs in the future.
- John and Scott assisted with the tree removals and hydrovac work over the last 2 weeks. This is the preliminary work for the upcoming water and sanitary line replacements.
- Administration will provide a robust update of all completed and ongoing projects for the next Council meeting.

8) Administration Report

In addition to normal duties, Patrick was focused on the following;

- There is now a more consistent and concerted effort to communicate via the newsletter, Facebook page and the website. We have some casual help with keeping up the communication.
- Communication between the Village and Peaks to Prairies regarding the charging station has been ongoing. The Village will need to make a concerted effort to provide amenities near to when the charging station is installed.
- There has been considerable effort to finish up the accounting rollover.
- The office has been spending a lot of time updating the old bylaw index and reviewing which bylaws are still active and which were expired and rescinded. This is all in preparation for the municipal accountability review. Virtually all of what is being reviewed predates this Council and mostly this administration. There will be a lot of archiving and updating of statutory documents to be done over the coming years.
- The upcoming projects have been reviewed for budget and cashflow.
- The meter reading software has been installed and set up.

9) Correspondence

-1-

Marquis Foundation Board Meeting February 26th, 2019

Present: Laurie L., Serena D., Lorna A., JoAnne J., Sheldon W., Marty H., Gloria W.
Absent with regrets: Dick E., Brad K., Matt C.

- 1) **Call to Order:** The meeting was called to order at 6:04 pm by Laurie L.
- 2) **Guest:** Nil
- 3) **Additions to Agenda:** JoAnne J. requested an addition to be discussed regarding the sidewalk in front of the Carmangay Manor. This will be included in New Business 12.2. Laurie L. requested two additions to be discussed in a closed meeting. 13.1 – Colliers Project Leaders Business Plan. 13.2 – SCH Applicants.
- 4) **Adoption of Agenda:** JoAnne J. motioned to adopt the agenda. All in favor. Carried.
- 5) **Approval of Previous Minutes:** Serena D. motioned to accept the previous minutes. All in favor. Carried.
- 6) **Business arising from Minutes:** Marty H. commented that FCSS (Affordable Housing) has accepted the invitation to make a fifteen-minute presentation with an outline at the March 26th, 2019 meeting. Marty H. will be sending a copy of the approved minutes to the Chief Administrative Officer of the County, Town, and each of the Villages.
- 7) **Financial Reports:** Mark V. from Muntun & Co. entered the meeting at 6:12 p.m. and made a presentation of the 2018 Audit. Lorna A. motioned to accept the 2018 Financial Statements as read out by Mark V. All in favor. Carried. Mark V. left the meeting at 7:04 p.m.
- 8) **Correspondence:** NIL
- 9) **CAO Report:** Marty H. commented that the room vacancies at the Lodge are up and down. Marty H. also commented that with the two SCH Carmangay Tenant applications, discussed on January 29th, 2019, one person is no longer interested, and the other person has decided to stay where she is at for the time being. There is a new Tenant moving into Carmangay in March. Sheldon W. motioned to accept the CAO report. All in favor. Carried.
- 10) **Resident Care Coordinator Report:** Lorna A. motioned to accept the Resident Care Coordinator report. All in favor. Carried.
- 11) **Policies:** Nil
- 12) **New Business:**
 - Serena D. left the meeting at 7:10 p.m. and returned at 7:12 p.m.
 - 12.1 Vulcan County Coordinator Response to Elder Abuse Coalition Memorandum of Understanding – Marty H. presented a draft of this Memorandum. Before Marty H. can sign the document, it must be brought before the Board for their approval. Sheldon W. motioned that the Board gives Marty H. permission to sit on the Elder Abuse Board and be a Representative of the Marquis Foundation as part of the Chief Administrative Officer's position once the memorandum has been finalized and approved. All in favor. Carried.
 - 12.2 Sidewalk in Carmangay – The Council of Carmangay requested JoAnne J. to request permission to fix the sidewalk at the Carman Manor. Marty H. explained that permission must be granted from Alberta Seniors and Housing. Marty H. will email JoAnne J. contact

information. Marty H. stated that the work is scheduled to be completed sometime in May or June 2019. JoAnne J. will take that information back to Council.

- 13) **Closed Meeting:** Moved by JoAnne J. for the Board to go into a Closed Meeting at 7:17 p.m. to discuss Colliers Project Leaders Business Plan and SCH Applicants. Moved by Serena D. to come out of a Closed Meeting at 7:41 p.m. Sheldon W. motioned that Colliers Project Leaders present the Business Case to the Government. If the cost exceeds \$15,000.00 a special meeting by quorum will be called. All in favor. Carried.
- 14) **Next Meeting:** March 26th, 2019 at 6:00 p.m.
- 15) **Adjournment:** The meeting was adjourned at 7:46 p.m. by Laurie L. All in favor. Carried.

CAO – Marquis Foundation



Chair – Marquis Foundation

10) Financial Report

MONTHLY STATEMENT

Period Ending - MAR 31, 2019

Function	Revenue	Expense
Interest: Income & Expense	\$413.02	
Taxes	\$1,937.75	
General Administrative	\$60.00	\$5,932.96
Agency Account	\$1,670.92	
Council-meetings/mileage		\$572.80
Council membership		\$150.00
Natural Gas Rebate	\$1,444.42	
Fortis Franchise Fee	\$886.87	
Police/AB Gov fines		
County School Requisition		\$12,846.47
Bylaw Enforce./Dog licence	\$75.00	\$47.00
Shop/Public Works/Bulk Water	\$87.00	\$1,757.30
Roads and Street		\$2,005.30
Water/Sewer/Garbage	\$25,923.63	\$6,619.33
TVRW Admin. Requisition		
TVRW debenture payment		
Dr Retention		
Benchmark Assessment		
Insurance		\$14,539.84
Marquis		
Scase Audit		
P.O. Rent	\$223.00	
Solid Waste Requisition		
ORRSC		\$1,330.00
Ambulance Requisition		
FCSS		
Fire Services Requisition		
Camangay Library Requisition		
Chinook Arch Requisition		
Axia Supernet rent		
Bank charges		
GST Recoverable	\$1,584.34	
Campground		
Parks		
Cemetary		
MPC		
Total Revenue & Expenses	\$34,305.95	\$45,754.00
Surplus/Deficit	-\$11,448.05	
Cash in Bank -	\$55,594.69	
Outstanding Cheques	\$15,111.95	
Rec. Board Account	\$402.00	
GIC Investment	\$263,385.12	
Total Taxes Outstanding	\$26,328.50	
Taxes 2016/17	\$12,476.38	
Tax Outstanding Prior to 2015	\$7,648.02	

11) New Business

A. 2019 Tax Rate Bylaw

Based on the 2019 Final Operating Budget passed at the last Council meeting, the 2019 Tax Rate Bylaw needs to be passed. The 2019 Tax Rate Bylaw has few considerations that will impact the taxpayers of Carmangay;

- The provincial Alberta School Tax Requisition is the same as last year. This is due to the election which did not permit a number to be defined as the budget has not been completed for this year as yet.
- The Marquis Foundation requisition has increased from \$3,024 in 2018 to \$4,798 in 2019. This is a 59% increase. This money impacts the taxpayers as it is requisitioned on the tax roll and then paid by the Village. It is strictly a flow through.

Suggested Motions

Motion to pass first reading of Bylaw 787 Tax Rate Bylaw.

Motion to pass second reading of Bylaw 787 Tax Rate Bylaw.

Motion for permission to move to third reading of Bylaw 787 Tax Rate Bylaw.

Motion to pass third reading of Bylaw 787 Tax Rate Bylaw.

VILLAGE OF CARMANGAY

BYLAW NO. 787

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF THE VILLAGE OF CARMANGAY FOR THE 2019 TAXATION YEAR

Whereas, the Municipality of the Village of Carmangay has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the regular council meeting held on APRIL 16, 2019; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Municipality of the Village of Carmangay for 2018 total \$605,767.00; and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$368,342.96 and the balance of \$237,472.04 is to be raised by general municipal taxation; and

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farm land	\$43,049.65
Non-residential	<u>\$ 8,336.22</u>
Total School Requisitions	\$ 51,385.87

Seniors Foundation

\$ 4,798.00

Whereas, the Council of the Municipality is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

Whereas, the assessed value of all property in the Municipality of Alberta as shown on the assessment roll is:

	<u>Assessment</u>
Residential/Farm Land	\$17,617,000.00
Non-residential/Linear	\$ 2,271,460.00
Total Taxable Assessment	<u>\$19,888,460.00</u>

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Municipality of the Village of Carmangay, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipality of the Village of Carmangay:

	Tax Levy	Assessment	Tax Rate
General Municipal	\$237,472.04	\$19,888,460.00	11.500
ASFF			
Residential/Farm land	\$ 43,049.65	\$17,617,000.00	2.44
Non-residential	\$ 8,336.22	\$ 2,271,460.00	3.67
Seniors Foundation	\$ 4,798.00	\$19,888,460.00	0.241

2. The minimum amount payable as property tax for general municipal purposes shall be \$510 except for Vacant Residential Land which will have a minimum amount payable of \$600.
3. That this bylaw shall take effect on the date of the third and final reading.
 Read a first time on this 16TH day of April, 2019.
 Read a second time on this 16TH day of April, 2019.
 Read a third time and passed on this 16TH day of April, 2019.

Municipality of the Village of Carmangay

 Mayor Stacey Hovde

 Chief Administrative Officer

B. Update on car charging station

Village Council and administration have made a concerted effort to attract the Peaks to Prairies Car Charging Station. This will bring steady traffic into the Village and will see those using the facility staying for 20 to 30 minutes at a minimum.

There is still much work to go to create an amenity for those using the car charging station.

The actual charging station will be similar to the pictures listed below that were provided by the organization that helps select the station locations. It would make sense to affix the infrastructure on or near a washroom / amenity building.





C. Letter to Horticultural Association

Suggested Motion

Motion to authorize the Mayor to sign the letter to the Carmangay Horticultural Association for the donated \$4,000 for the wind turbine blade.



119 Carman St, Carmangay, AB T0L 0N0

Phone: (403) 643-3595

Attention: Kym Nichols, Chairperson
Carmangay Horticultural Association
Box 83
Carmangay, Alberta
T0L 0N0

April 16, 2019

Dear Kym;

This letter is a request of the Carmangay Horticultural Association to address the \$4,000 that was given by the Carmangay Community Centre Association to your organization to secure the wind turbine blade. As you are aware, Village Council offered to have the Carmangay Horticultural Association continue to be involved in the blade site at the new location, but your organization has refused.

As you had indicated in previous correspondence, the Carmangay Horticultural Association is returning all donated funds for the blade and blade site to their donors. We trust you have already done this with the \$10,000 that was donated by EDF and will be doing the same with the \$4,000 that was given by the Carmangay Community Centre Association. These funds are still very important to securing the blade at the new location as well as the associated landscaping and amenities.

Thank you,

Stacey Hovde

Mayor, Village of Carmangay

D. Lions Club Campground Agreement extension

It is the understanding of Village administration that the Lions Club would like to continue the agreement for maintaining the Carmangay Campground. As a general background the campground operates at best as a break-even operation so administration is supportive of the idea of the Lions continuing to manage the campground if it will reduce efforts required by the Village to maintain it.

Suggested Motion

Motion to authorize the Chief Administrative Officer to extend the agreement between the Carmangay Lions Club and the Village of Carmangay for 1 more year.

E. New sanitary line from campground to Whyte Street

The Carmangay Campground has consistently had issues with the sanitary dumping station that backs up. This has required the Village to contract a company to come out and unblock the line and cost a number of thousands of dollars over the last few years.

The Carmangay Lions Club would like to upgrade the sanitary dump station and provide them at the sites at their own cost as part of maintaining the Carmangay Campground. The request is for the Village to extend a sanitary line from the south property edge of the campground to the sanitary manhole on Whyte Ave as shown below. While this will be a cost to the Village it will save money in the long run and provide a better amenity for campers.

There is room within the 5-year capital plan to pay for the required work. The work will be done with Village staff. The funds requested are well in excess of what should be required.

Suggested Motion

Motion to put in a sanitary line from the south edge of the Carmangay Campground to the manhole on the corner of Whyte Street and Grand Avenue for a cost not to exceed \$10,000.



F. Credit Facility

Much planning has been done to understand costs, timing and cash flow for the upcoming infrastructure work. All of the available capital grants have been applied for and there is an anticipation that the grants that are for years prior to the current year will be available in mid-May or mid-June. There is a delay on current capital and operational grants until the provincial budget is done likely in the fall.

The Village of Carmangay does have a \$200,000 credit facility available. There is no expectation to have to use any of these funds, but it would be prudent to have them available if the pace of the project work is faster than expected or the capital grants take longer than expected.

Suggested Motion

Motion to make available the \$200,000 credit facility as required to provide interim funding as needed for Project 2019-001 Stage #1 Whitney Armstrong Loop.

G. Action List

The below is the updated Action List. If Council could provide anything that they find missing or incorrect it would be appreciated.

Action List Updated April 16, 2019				
Item	Date Added	Person Responsible	Due Date	Update
Put in missing truck route signs	15-Apr-19	John	30-Apr-19	
Replace missing 30Km sign at entrance	15-Apr-19	John	30-Apr-19	
Complete the plan for where the charging station will be on the blade site	15-Apr-19	CAO	31-May-19	
Complete installation of a control panel and back up generator in the sanitary lift station	22-Jan-19	Blake	31-May-19	Backup generator will be delayed to be in conjunction with the water plant work.
Goal #1: Create fact sheets for each available property and load onto the Village website by spring of 2019.	17-Dec-18	CAO	31-May-19	
Kill all roots for stumps in the Village	15-Apr-19	Blake	31-May-19	
Clean and scope all sanitary lines	22-Jan-19	John / Blake	31-May-19	The flushing of the lines has been completed and the camera work will be done by our staff.
Review and update a bylaw index. Create a list of outdated bylaws to be brought to Council to be rescinded.	15-Apr-19	Sandy	31-May-19	
Copy and publish all council meetings dating back to 2013 to the Village website	17-Dec-18	Sandy	1-Jun-19	

Copy all popular bylaws to the Village website	17-Dec-18	Sandy	1-Jun-19	
Create a plan for the new blade site and move the blade to the new location by Summer of 2019.	17-Dec-18	CAO	1-Jun-19	
Create a new Municipal Development plan with ORRSC as mandated by the MGA by the spring of 2019.	17-Dec-18	CAO	30-Jun-19	
Create a strategy by the spring of 2019 for the upcoming Intermunicipal Collaboration Framework negotiations that defines what current and proposed amenities should be funded with assistance from Vulcan County. Additionally, the infrastructure and core services will be assessed to understand what the expected cost sharing should be. An inventory of all current cost sharing arrangements will be conducted.	17-Dec-18	CAO	30-Jun-19	
Obtain the old firehall drawings	21-Aug-18	CAO	31-Jul-19	
Confirm ownership of the old fire truck	21-Aug-18	CAO	31-Jul-19	

Investigate the cost of repainting the existing water tower and present to Council for consideration by spring of 2019.	17-Dec-18	CAO	31-Jul-19	
Complete and execute drainage and landscaping for Old Fire Hall		Blake / Patrick	31-Jul-19	
Update and bring Bylaw 784 Procedural Bylaw to Council meeting	21-Aug-18	CAO	15-Aug-19	Delayed pending Municipal Accountability Review
Bring Bylaw 785 Community Standards Bylaw to Council meeting second and third reading.	21-Aug-18	CAO	15-Aug-19	Delayed pending Municipal Accountability Review
Clean out old water plant	15-Jan-19	Blake / John	31-Aug-19	
Complete fire hydrant flow testing	22-Jan-19	Blake / John	31-Aug-19	Will be done annually to test the water flow in the Village
Pursue a Community and Regional Economic Support (CARES) program grant for economic development which will include a branding exercise as well as update to the Village website.	17-Dec-18	CAO	31-Aug-19	
Complete phase 1 of the water infrastructure effort by summer of 2019.	17-Dec-18	Blake / PW Staff	31-Aug-19	
Goal #3: Create a plan and budget to upgrade and define a 3 km (McFarland Trail) pathway for Council's consideration by spring of 2019. Execute the plan by	17-Dec-18	CAO	30-Sep-19	

summer and fall of 2020.				
Research and present to Council new options for housing that promotes sustainability by the Fall of 2019 for their consideration.	17-Dec-18	CAO	30-Sep-19	
Complete ICS 100, 200 and 300 Training	15-Apr-19	CAO	31-Dec-19	
Negotiation of the Intermunicipal Collaboration Framework will commence by the end of 2019.	17-Dec-18	CAO	31-Dec-19	
Complete phase 2 of the water infrastructure effort by spring of 2020.	17-Dec-18	Blake / PW Staff	31-Mar-20	
Grind out all dead stumps in the Village	15-Apr-19	Blake	31-May-20	
Finish all the elements of the blade site plan by summer of 2020.	17-Dec-18	Blake	1-Aug-20	