

TOWN OF ECKVILLE – COUNCIL MINUTES
Monday, September 14, 2009
Council Chambers

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| 1. Call to Order | 1.0 | Mayor Posti called the meeting to order at 6:03 p.m.
Present: Mayor Posti, Councillors Gord Ebden, Geoff Humphrey, Scott Kinley, Mitch Krecsy, Grant van Boeschoten, John Walker
Staff: Administrator Therese Kleeberger, Susan Norberg
Press: Carson Papke, Eckville Echo |
| 2. Delegations | 2.1 | None |
| 3. Agenda | 3.1 | Additional Agenda Items:
5.5 – Street Closure Inquiry – GTI Petroleum Ltd.
5.6 – Country Lane Meadows – Preliminary Design Review
10.5 – City of Red Deer – Assessment Review Board Complaint Process Meeting
10.6 – Interagency Meeting |
| Res.355/09 | | Moved by Councillor Walker that the agenda be adopted as presented with the additions. Carried. |
| 4. Minutes | 4.1 | Minutes of Regular Meeting August 24, 2009 |
| Res.356/09 | | Moved by Councillor van Boeschoten that the minutes of the regular Council meeting of August 24, 2009 be adopted as presented. Carried. |
| 5. Action Items | | |
| Letter from Resident Requesting Curb Cut | 5.1 | A letter was received from a resident, who is building a detached garage at the rear of their property, for a curb cut on the south-west corner of their property. |
| Res.357/09 | | Moved by Councillor Kinley that Council approve the curb cut on the south-west corner of 5139-56 Avenue as per the Town’s specifications. One opposed. Carried. |
| FortisAlberta – Request Confirmation of Electric Distribution Franchise Fee for 2010 | 5.2 | A request was received from FortisAlberta requesting that the Town of Eckville confirm the Electric Distribution System Franchise Fee percentage for 2010. Municipalities have the option to adjust the franchise fee percentage annually upon written notice to FortisAlberta Inc. The percentage increase must be within the cap, which was determined by Council during negotiations of the FortisAlberta franchise agreement. Information was provided to assist the Town with determining the estimated revenue forecast from a Franchise Fee. |
| Res.358/09 | | Moved by Councillor Walker that the FortisAlberta Franchise Fee remain at 10% for 2010. Carried. |
| Shed Encroachment – Land Use Bylaw Enforcement | 5.3 | A situation has arisen between two property owners in that property owner “A” is listing his property for sale and has indicated that property owner “B” has a shed that is less than one meter from the boundary of “B’s” property. According to “A”, this is a contravention of the Land Use Bylaw (LUB) and “A” feels this should be enforced by the Town. Where a shed placement is not in compliance with the LUB, the Town is under no obligation to enforce the bylaw. In the event there is an encroachment, this issue is between the property owners and requires no action by the Town. Administration recommends that Council take no action concerning this issue. |
| Res.359/09 | | Moved by Councillor Ebden that Council take no action concerning the shed encroachment issue. One opposed. Carried. |
| Subdivision Proposal 5035-52 Avenue | 5.4 | A property owner is considering subdividing a property into two parcels and then developing a duplex on the new lots. Based on the subdivision plan that was provided, the applicant will require several relaxations under the Land Use Bylaw (LUB). If the development were to proceed without subdivision it would meet the requirements of the LUB however there would not be individual ownership to each of the units unless it was set up as a condominium. |
| Res.360/09 | | Moved by Councillor Kinley that Council not support the subdivision application for 5035-52 Avenue due to the number of variances to the Land Use Bylaw. Carried. |
| Street Closure Inquiry – GTI Petroleum Ltd. | 5.5 | Councillor Humphrey declared a conflict of interest as co-owner of GTI Petroleum Ltd. and withdrew from the meeting at 6:32 p.m. |

Geoff Humphrey, on behalf of GTI Petroleum Ltd., entered the meeting at 6:33 p.m.

Correspondence was received from GTI Petroleum requesting the street closure of 48A Street, which is a dead-end street, from the north property boundary of 4712-48A Street. All three properties, from 4712-48A Street south, are owned by GTI. A Municipal Reserve is located at the south end of 48A Street. GTI is proposing to fence off the street, at their expense, and erect a gate at the north edge of 4712-48A Street. The gate would be locked after hours with access being provided to the Town of Eckville and the Eckville Fire Department. GTI Petroleum would be responsible to maintain 48A Street from the gate to the Municipal Reserve as well as the fence and gate.

Res.361/09 Moved by Councillor Walker that this item be deferred to the September 28, 2009 Council meeting to provide Administration sufficient time to investigate the requirements of closing a street. Carried.

Geoff Humphrey withdrew from the meeting at 6:47 p.m.

Councillor Humphrey re-entered the meeting at 6:48 p.m.

Country Lane Meadows 5.6 – Preliminary Design Review The preliminary plans and designs for the Country Lane Meadows subdivision have been submitted to the Town’s Engineer for his review. He has advised that there is no mechanism in place to address the drainage from properties. One recommendation by the Town’s Engineer would be to dedicate a Municipal Reserve between the lots by way of an easement, or to develop a back alley, however there is not sufficient room to put in a back alley and meet the Land Use Bylaw minimum lot size requirements. The easement could either be grassed or cement.

Res.362/09 Moved by Councillor Ebden that Council request a 4 meter wide easement for the purpose of storm drainage from the lots be dedicated from the rear of the lots in the Country Lane Meadows subdivision. Carried.

Res.363/09 Moved by Councillor Kinley that the 4 meter easements at the rear of the lots in the Country Lane Meadows subdivision be grass swales. Three opposed. Carried.

6. **Bylaws, Policies, Projects** 6.1 The Recreation/Cultural Funding Program Policy 7101 was amended from the previous Council meeting and brought back to Council for review.

Recreation/Cultural Funding Program Policy 7101

Res.364/09 Moved by Councillor Krecsy that Recreation/ Cultural Funding Program Policy 7101 be approved. One opposed. Carried.

7. **Reports** 7.1 **Foreman’s Report**

The Foreman’s Report was not available due to computer problems.

7.2 **Administrator’s Report**

Community Video Profile Project

Met with Rene Rondeau from iMediaTV to start working on video. Content of video:
Quality of Life – recreation, social, programs and facilities, residential housing, Economic Development: existing businesses, business attraction/investment Labour: type of labour force available, etc.
Contract: will email an agreement for review and approval
Other: can expand and build on basic video in future
Process: take footage, build script, one edit of script and visual, produce and put together for first draft to the Town and CAEP (Jan. 2010), finished product by March 2010.

GST Review Luckett Wenman & Associates will be conducting a review of the GST starting Sept. 21 – 23/09. The purpose of the review is to identify over-paid and recoverable federal commodity taxes.

2010 FCSS Grant AB Children & Youth Services advise that the Town will be eligible to receive a grant of \$23,221 in 2010 towards the FCSS program.

2008/09 PCPS Dividend Parkland Community Planning Services advise that the Town will be issued a credit dividend of \$471.27 for the 2008/09 fiscal year.

Regional Emergency Response Plan- Provincial Grant Lacombe County has been notified by AB Municipal Affairs of the approval for implementation funding through the Regional Partnerships Initiative. The grant of \$150,000 will be used to implement a regional emergency response plan.
Fire Dept. Audit The annual fire department audit has been scheduled for Sept. 15/09.
BCF –CC Project Under the Building Canada Fund – Communities Component, the Town is required to place signs adjacent to the project location. The signs will be sent out in the next few weeks.
Signage

Capital Works Plan	Stantec advise that they are doing the final review of the plan and hope to have a draft to the Town in the next couple of weeks.
Lift Stns/Forced Main Project	The project has been initiated and the kickoff meeting will be held in the next couple of weeks.
Animal Services Upgrade	Alberta Animal Services is implementing an upgrade to their after-hours emergency system effective Sept. 9/09. The upgrade is an after-hours emergency answering service to take complaints, etc. and if necessary dispatch an Officer.
McDonald Heights – Subd. Inspection	Rick and I met with Stantec Engineering to do an onsite inspection of the subdivision and noted all settlements, curb cracks, and pavement deficiencies. Stantec will prepare a deficiency report and compare it to what Pidherney’s has presented. Further discussions will take place with Pidherney’s once the inspection report is complete to come to a final consensus for repair of the deficiencies. The Town has the option to be paid out for the deficiencies or have the contractor make the repairs. It is recommended that Pidherney’s do the remedial work. It is also recommended that the remedial work be postponed until next year so that all work can be coordinated to be done at the same time.
Roadside Dev. Application	Application has been made to Alberta Transportation for development near a primary highway. The application is required for the Eckville Co-op Card Lock Facility.
Work Experience Student	We have a student who has joined us through the work experience program at Eckville Jr/Sr High School.
Joint Economic Agreement	I am still reviewing the draft agreement with Lacombe County Administration.
Quality Assurance Committee	The Quality Assurance Committee met Sept. 9/09. The Committee is still working on the Communications Program.
Fire Dept Happenings	Gord Balon, Fire Chief, reports that they have received a challenge for the Terry Fox run. Watch for fire department members in all their gear participating in the run. The Fire Department is also hosting a hotdog/pop sale on Sept. 26/09 as part of their fundraising project for the rapid response unit. Trio Towing has kindly donated all the food for the sale.
Photocopier Lease Renewal	The lease on the photocopier/printer is expiring at the end of the year and will be renewed for a 4-year term. ICON will deliver a new unit and train staff on its operation and features.
Country Lane Meadows Res. Dev.	Design plans have been completed and forwarded to Garry Will, town engineer, for his review.
Upcoming Mtgs, Seminars	Sept. 16 - Lacombe Regional Fire Services – Bentley Sept. 17 - Eckville Emergency Management Agency – Lacombe County – Table top exercise Sept. 18 – Local Govt Administrators zone meeting – Rocky Mtn House
Strategic Plan	Councillor van Boeschoten requested that there be action to develop a Strategic Plan.
Res.365/09	Moved by Councillor Krecsy that Administration obtain 3 quotes, one from HR Group, one from Collins Barrow and one from Meyers Norris Penney, to facilitate a session(s) to prepare a Strategic Plan. Carried.

7.3 Financial Report

The June 2009 Financial Report and the September 14th cheque register were reviewed.

7.4 Development Officer’s Report

As at August 31st there have been 30 Development Permits and one Demolition Permit issued. As at August 31, 2008, 39 Development Permits had been issued.

Kilian Estates Phase I – there is still one lot available for rent in the first phase of the mobile home park. There are presently 29 lots rented in Phase I and one lot rented in Phase II with another mobile scheduled to move in the first week of September, however we have heard there may be one, possibly two, mobiles moving out of the park.

Fourteen lots have been sold in McDonald Heights, with ten homes now completed and one home under construction.

7.5 Fire Chief’s Report

The Eckville Fire Department is doing very well. We still have 19 members. We bought a hydrant valve for \$820 with money raised. The Fire Dept. has raised over \$10,000 for a rapid response truck. The banks we put out are doing well with over \$300 collected so far. We have our audit report done. We are also trying to get new spreaders and Jaws of Life and will trade-in our old ones.

Res.366/09

Moved by Councillor Ebden that the Town reimburse the Eckville Fire Department

\$820 for the fire hydrant valve and that the Fire Department advise if there are any other valves that need to be replaced. Carried.

Res.367/09

Moved by Councillor Ebden that the Foreman's, Administrator's, Financial, Development Officer's and Fire Chief's reports be received for information. Carried.

8. Committee, Board Reports

8.1 Committee, Board Reports

Mayor Posti

August 28-30 – Eckville Dance Jamboree – great turn out.
September 3 – Mayors Caucus
September 9 – Mayors & Reeves Meeting
September 10 – United Way Kick-off Luncheon

Councillor Krecsy

September 3 – Parkland Regional Library Meeting
September 9 – Eckville Library Meeting

Councillor Walker

September 3 – Chamber of Commerce Meeting

Chamber of Commerce
Charity Golf
Tournament
Res.368/09

Moved by Councillor Kinley that the Town of Eckville enter a team in the Chamber of Commerce Charity Golf Tournament on October 10, 2009 and that the team consist of Council members and staff. Carried.

Res.369/09

Moved by Councillor Walker that the Committee and Board reports be received for information as presented. Carried.

9. Correspondence, Information Items

Canadian Diabetes
Association – Annual
Residential Campaign –
October 17-November
14, 2009

9.1 Correspondence was received from the Canadian Diabetes Association advising they will be holding their annual residential campaign from October 17th through November 14, 2009. Volunteer canvassers will be knocking on doors in the Town during that period between the hours of 10 a.m. and 8:30 p.m.

Government of Alberta –
Conflict Resolution Day
– October 15, 2009

9.2 Conflict Resolution Day is an international celebration held annually on the 3rd Thursday in October. The date for Conflict Resolution Day 2009 is October 15th. All municipalities are being asked to join in and promote conflict resolution in their community by prominently displaying the poster that was provided by the Alberta Government Dispute Resolution Network.

Parkland Community
Planning Services
(PCPS) – Subdivision
Approval

9.3 PCPS is the subdivision authority for the Town of Eckville. Correspondence was received from PCPS advising that the subdivision of Part of Lot 10, Block 9, Plan 264HW has been approved. There is a 14 day appeal period from the date of decision, being August 27, 2009.

Town of Eckville
Website Stats

9.4 The Town of Eckville website stats were reviewed for the months of May, June, July, August and September 2009.

Alberta First Responders
Radio Communications
System (AFRRCS)
Update

9.5 Correspondence was received from the AFRRCS Project Team advising that last year the Government of Alberta released a Request for Proposal (RFP) for the AFRRCS which would replace the Personal Access Communication System. None of the vendor proposals met all the minimum mandatory requirements of Alberta's first responders as specified in the RFP. The Government of Alberta, with the assistance of the AFRRCS Project Team, is determining the next steps that will see the continued advancement of the AFRRCS project.

CAEP – Annual
Achievement Awards –
November 19, 2009

9.6 Information was received from CAEP advising that the Annual Achievement Awards will be held on November 19, 2009 during the Fall General Meeting. CAEP is asking for nominations to recognize the outstanding accomplishments that CAEP municipal, band and associate members play in the continued prosperity and diversification of Central Alberta's economy.

CAEP – Welcoming
Communities in Central
Alberta

9.7 CAEP's Welcoming Communities Steering Committee is looking to fill two vacant positions, one for a Municipal Representative and one for a Business Representative.

Alberta Culture and
Community Spirit –
Alberta Arts Days –
September 18-20, 2009

9.8 Alberta Culture and Community Spirit is asking municipalities to help celebrate Alberta Arts Days by planning a local event.

Alberta Municipal
Affairs – Municipal
Sustainability Initiative
(MSI)

- 9.9 Correspondence was received from Alberta Municipal Affairs advising that the following projects have been accepted as qualifying projects under the MSI Conditional Operating Funding Guidelines:
-Street & Sidewalk Maintenance \$23,982
-Lift Station & Sewer Line Repairs \$26,650

Res.370/09

Moved by Councillor van Boeschoten that the correspondence and information items be received for information. Carried.

**10. Seminars, Meetings,
Special Events**

- 10.1 Celebration of Excellence Awards – Eckville High School – September 18, 2009. Mayor Posti to attend.
10.2 2009 RCA Conference “Green for Gold” – October 14-16, 2009 – Calgary
10.3 CAEP – “Accelerate Your Business” Management Workshop – September 18, 2009
10.4 Alberta Municipal Affairs – Municipal Dispute Resolution Workshops
10.5 City of Red Deer – Assessment Review Board Complaint Process Meeting. Administrator Kleeberger to attend.
10.6 Interagency Meeting. Councillor van Boeschoten to attend.

Res.371/09

Moved by Councillor Walker that the Seminars, Meetings, and Special Events be received for information and to approve attendance as indicated. Carried.

11. In Camera
Res.372/09

Moved by Councillor Kinley that the meeting moves in camera excluding all persons except Council members, and Staff members Administrator Kleeberger and Susan Norberg to discuss legal, land and personnel issues. Time: 8:26 p.m. Carried.

Res.373/09

Moved by Councillor van Boeschoten that the meeting come out of camera and reverts back to the regular meeting. Time: 8:37 p.m. Carried.

**12. Committee of the
Whole**

- 12.1 None

13. Adjournment
Res.374/09

- 13.1 Moved by Councillor Walker that the meeting be adjourned. Time: 8:38 p.m. Carried.

Mayor

Administrator