TOWN OF ECKVILLE-COUNCIL AGENDA

Tuesday, November 12, 2024
Town Office Council Chambers Eckville, AB 6:00 pm
(Councillors may attend via electronic means)

1. CALL TO ORDER	1.1	
2. DELEGATIONS/PUBLIC HEARING	2.1	Community Policing Delegation 6:00 pm
3. AGENDA	3.1	Adoption of Agenda
4. MINUTES	4.1 4.2	Organizational Meeting Minutes – October 28, 2024 pg. 1-2 Regular Council Meeting Minutes – October 28, 2024 pg. 3-5
^{5.} ACTION ITEMS	5.1 5.2 5.3	RFD-Regional Labor Market Study& Workforce Strategy-Discussion pg.6-7 Town of Eckville Public Survey-Discussion pg. 8-9 Eckville Clinic Grand Opening-Discussion
6. BYLAWS, POLICIES	6.1	
7. REPORTS	7.1 7.2 7.3	Management Report – November 12, 2024 pg. 10-11 Financial Report-AP October 29 th to November 7, 2024 pg. 12-14 Eckville Arena Operating Assn-2023/2024 Financial Statement pg.15
8. COMMITTEE, BOARD REPORTS	8.1	
9. CORRESPONDENCE, INFORMATION	9.1	Consent Agenda: A. FCSSAA Annual Report Nov. 2024-available upon request pg. 16
10.SEMINARS, MEETINGS, SPECIAL EVENTS	10.1	CAEP Fall General Meeting November 21, 2024 pg. 17
11.CLOSED SESSION	11.1	
12.COMMITTEE OF THE WHOL	.E 12.1	
13.ADJOURNMENT	13.1	

ivitg. Date Nov 12, 2024
Agenda Item 4.1

TOWN OF ECKVILLE - ORGANIZATIONAL MEETING MINUTES

Monday, October 28, 2024

Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta (The meeting was available via electronic means)

1. Call to Order

1.0 Mayor Ebden called the meeting to order at 6:02 p.m.

Present: Mayor Ebden

Councillor Engen Councillor Meyers Councillor Pacholek Councillor Palm-Fraser

Councillor See (joined via electronic means)
Councillor Thoreson (joined via electronic means)

Absent: None

Staff: CAO Jack Ramsden

Deputy CAO Darcy Webb

Press: None Present
Gallery: None Present

2. Oaths

2.1 N/A

3. New Business

3.1 2024/2025 Proposed Council & Committee Appointments.

Res. ORG001.2024

Moved by Councillor Meyers that Council approve the appointment of Mayor Ebden and Councillor Palm-Fraser to the Eckville Library Board with a term extending through to October 31, 2025. **Carried Unanimously.**

Res. ORG002,2024

Moved by Councillor Pacholek that Council approve the remaining Council Committee and Board appointments as proposed. **Carried Unanimously.**

3.2 2024/2025 Proposed Deputy Mayor Rotation

Res. ORG003.2024

Moved by Mayor Ebden to approve the proposed 2024/2025 Deputy Mayor Rotation. **Carried.**

3.3 Appointment of Subdivision & Development Appeal Board (SDAB)

Res. ORG004.2024

Moved by Councillor Palm-Fraser to approve the appointment of Garth Yeomans, Linda Kind, Linda McLevin, and Lynda Petten-Haarstad to the Subdivision & Development Appeal Board (SDAB). Carried Unanimously.

3.4 Appointment of Municipal Planning Commission

Res. ORG005.2024

Moved by Councillor See to approve the appointment of Mayor Ebden, Councillor Palm-Fraser, Councillor Pacholek, Councillor Thoreson(alternate): Diane Eliuk and Sherry Meyers to the Municipal Planning Commission. **Carried Unanimously.**

3.5 Appointment of Municipal Emergency Advisory Committee.

Res.ORG006.2024

Moved by Councillor Pacholek to approve the appointment of all members of Council to the Municipal Emergency Advisory Committee. Carried Unanimously.

3.6 Confirmation of Signing Authorities

Res. ORG007.2024

Moved by Mayor Ebden that the signing authorities for the Town of Eckville be confirmed as follows: The account(s) should have one (1) signer from Council, Mayor or Deputy Mayor and one (1) signer from Administration, CAO or Deputy CAO. Carried Unanimously.

3.7 Confirmation of Meeting Dates and Times

Res. ORG008,2024

Moved by Councillor Meyers that the Regular Meetings of Council continue to be held on the second and fourth Monday of each month at 6 p.m. and that if a regular meeting of Council falls on a statutory holiday, the meeting shall be held on the Tuesday following the holiday. **Carried Unanimously**

3.8 Confirmation of Municipal Office Location

Res.ORG009.2024

Moved by Councillor Thorseson that the Town of Eckville Municipal Office continue to be located at 5023-51 Avenue, Eckville, Alberta. **Carried Unanimously.**

3.9 Confirmation of MPC, SDAB and other Council Boards and Committees meeting dates and times.

Res. ORG010.2024

Moved by Councillor Pacholek that the Municipal Planning Commission and other Council Boards and Committees meet as required. **Carried Unanimously.**

3.10 Adjournment

Res.ORG011.2024

Mayor Ebden adjourned the meeting at 6:16 p.m.

Mayor CAO



Mtg. Date Nov 12, 2024

Agenda Item 4.2

TOWN OF ECKVILLE - COUNCIL MINUTES

Monday October 28, 2024
Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta
(The meeting was available via electronic means)

1. Call to Order

1.1 Mayor Ebden called the meeting to order at 6:18 p.m.

Present: Mayor Ebden

Councillor Engen Councillor Meyers Councillor Pacholek Councillor Palm-Fraser

Councillor See (joined by electronic means)
Councillor Thoreson (joined by electronic means)

Absent: None

Staff: CAO, Jack Ramsden, Deputy CAO Darcy Webb

Press: None Present

Gallery: None

2. Delegations/Public Hearings

2.1 None.

3. Agenda

3.1 Additional Agenda Items11.1 – Closed Session, Sec 16 – Business Interests of a third party

3.2 Adoption of Agenda

Res. 258.2024

Moved by Councillor Palm-Fraser that the agenda be adopted with the addition. **Carried Unanimously**.

4. Minutes

4.1 Regular Council Meeting Minutes – October 15th, 2024

Res.259.2024

Moved by Councillor Pacholek that the minutes of the October 15th, 2024, Council Meeting be approved as presented. **Carried Unanimously.**

5. Action Items

5.1 RFD- Amendment to Council Per Diem Rate and Employee Wage Grid - CPI

Res. 260.2024

Moved by Councillor Pacholek that Administration be instructed to prepare a bylaw to amend the Council Procedural Bylaw in order to increase the Council Per Diem rates by 0% effective January 1, 2025. **Carried.**

Res. 261.2024

Moved by Councillor Engen that the Employee Wage Grid be increased by 1.9% effective January 1, 2025. **Carried.**

5.2 RFD – Request for Delegation to Council.

Res. 262.2024

Moved by Councillor Palm-Fraser that Stacy Pacholek, Iris Reimer and Danielle Gardner be invited to the November 12th, 2024 Council Meeting to discuss community policing. **Carried Unanimously.**

6. Bylaws, Policies

6.1 Bylaw #800-24 Town Council Structure Bylaw

Mayor Ebden called for a recorded vote on this item.

Res. 263.2024

Moved by Mayor Ebden that Bylaw #800-24 Town Council Structure Bylaw be given First reading.

In Favour: Mayor Ebden and Councillors Engen, Meyers, Pacholek, Palm-Fraser

and Thoreson

Opposed: Councillor See.

Carried.

Res. 264.2024

Moved by Councillor Palm-Fraser to move the second December Council Meeting from December 23rd, 2024 to December 30th at 4:00pm. **Carried.**

Res. 265.2024

Moved by Councillor Engen that the Town hold an information session with respect to Bylaw #800-24 on November 25th 7:00-8:00pm in the Council Chambers. **Carried.**

7. Reports

7.1 Management Report for October 28th, 2024

Res. 266.2024

Moved by Councillor See that the Management Report for October 28th, 2024, be accepted for information. **Carried Unanimously**.

7.2 Financial Report – AP Oct 23, 2024 – Oct 10, 2024 and 2024 Operating & Capital Spend Q3.

Res.267.2024

Moved by Councillor Engen that the Financial Report for AP Oct 23 - Oct 10, 2024. Carried Unanimously.

7.3 Animal Control Services September Report.

Res. 268.2024

Moved by Councillor Engen that the Animal Control Report for September be accepted for information. **Carried Unanimously.**

8. Committee & Board Reports

8.1 Councillor Engen reported on the Medicine River Watershed Society

8.2 Councillor Pacholek reported on the MPC meeting

8.3 Councillor Meyers reported on Lacombe Regional Solid Waste Commission

8.4 Mayor Ebden reported on the Fall Festival

Res. 269.2024

Moved by Councillor Pacholek that the Committee and Board Reports be accepted. Carried Unanimously.



		Mayor CAO
Res. 273.2024		Mayor Ebden adjourned the meeting. Time 8:00. Carried Unanimously.
13. Adjournment	13.1	
	12.1	
12. Committee of the Whole	12.1	None
		Mayor Ebden called for a 5-minute recess. Time 7:54pm. The meeting reconvened at 7:59pm
Res. 272.2024		Moved by Councilor Palm-Fraser that the meeting revert back to open session. Time 7:53. Carried Unanimously.
		Carried Unanimously
Res. 271.2024		Moved by Councillor Engen that the meeting move into closed session, excluding all persons except Council Members, CAO, and Deputy CAO in order to discuss an item with Section Sec 16 – Business Interests of a third party. Time 7:45 p.m.
	11.1	
11. Closed Session	11 1	Closed Session, Sec 16 – Business Interests of a third party
10. Seminars, Meetings, Special Events	10.1	None
Res. 270.2024		Moved by Councillor See that the Correspondence and Information items be accepted as information. Carried Unanimously.
Information Items	-,-	1 Lacombe County Highlights or Regular Council meeting Oct 10, 2024
J. Correspondence,	7.1	consent Agenda.

Mtg. Date Nov12, 2034 Agenda Item 5.1

Regional Labour Market Study and Workforce Strategy

Lacombe County Economic Development, in partnership with the City of Lacombe, the Town of Blackfalds, the Government of Alberta (Labour and Immigration) and neighboring municipalities including the Town of Eckville, the Town of Bentley, the Village of Clive, and the Village of Alix, is undertaking a comprehensive regional Labour Market Study and Workforce Strategy. This collaborative initiative seeks to address the evolving workforce needs within the region, foster economic resilience, and ensure long-term growth for local businesses and industries.

By analyzing labour trends, skill gaps, and employment opportunities, the study aims to provide actionable insights that will support regional businesses in accessing the talent they need, while also identifying opportunities for workforce development and training programs. The strategy will guide efforts to attract, retain, and upskill the regional workforce, ensuring a competitive and vibrant economy.

This initiative is financially supported by a partnership between Lacombe County, the City of Lacombe, and the Town of Blackfalds, reflecting a shared commitment to regional growth. The inclusion of Eckville, Bentley, Clive, and Alix in this partnership ensures that the strategy addresses the diverse needs of the entire region, fostering collaboration and shared success across all participating municipalities.

The Labour Market Study and Workforce Strategy will provide a roadmap for regional economic development, positioning Lacombe County and its partner municipalities as leaders in workforce innovation and economic sustainability.

The key purpose and objectives of this project is to include the following for the region.

- Labour Market Analysis Report
 A detailed report providing insights into the current labour market, including but not limited
 to employment trends and unemployment rates, industry growth and demand for skills,
 occupational forecasts and job growth projections, and demographic analysis of workforce
 (age, education, gender, etc.)
- Skills Gap Analysis
 This will identify the current and future skill shortages across various industries. This includes a comparison between the skills employers need and the skills available in the workforce and recommendations for closing these gaps through training and education programs.
- Workforce Demographics and Trends
 A breakdown of the workforce demographics, including age, education levels, migration patterns, and workforce participation rates. This helps identify potential challenges such as an aging workforce or low labour force participation in key areas.
- Stakeholder Engagement and Survey Results
 A summary of feedback and input from key stakeholders such as businesses, educational institutions, government bodies, and the workforce. Surveys, interviews and focus groups are often used to gather this information.

- Labour Market Supply and Deman Forecast
 Projections of future labour market conditions, focusing on industries with expected growth
 or decline. This includes an analysis of workforce supply (incoming graduates, immigrants,
 etc.) vs demand (employer needs)
- Recommendations for Workforce Development
 Strategic recommendations to improve workforce readiness and address labour market challenges. This includes but is not limited to policies to attract and retain talent, initiatives for reskilling and upskilling the workforce and educational and training partnerships with local institutions.
- Economic Impact Assessment
 An evaluation of how labour market conditions affect the local and regional economy. This includes the economic benefits of addressing labour shortages or potential risks if gaps are not filled.
- Workforce Attraction and Retention Strategies
 Recommendations on how to attract new talent to the region and retain the existing
 workforce. This might include strategies related to quality of life, affordable housing, and
 career development opportunities.
- Action Plan and Implementation Strategy
 A clear, step-by-step action plan outlining how to address the labour market challenges identified. This includes timelines, key stakeholders responsible for implementation, and funding mechanisms.
- Monitoring and Evaluation Framework
 A framework for tracking the progress and success of the recommended strategies,
 including key performance indicators (KPI's) to measure labour market improvements over time.

This project will equip the partnered municipalities with critical data on workforce trends, skill gaps, and employment needs, enabling informed decision-making to drive economic development. It helps attract and retain businesses by addressing skill shortages, enhancing workforce training, and supporting local employers. The study also guides strategies for workforce attraction and retention, improves regional competitiveness, and fosters collaboration between municipalities and educational institutions. By planning for future growth and aligning policies with industry demands, municipalities can strengthen their local economies and secure funding for workforce development initiatives.

Mtg. Date Nov 12, 2024
Agenda Item 5.2

Town Of Eckville Public Survey

1) Choose which age group you belong to. (Circle one)

18-24 25-34 35-44 45-54 55-64 65+

2) Which best describes your current employment status? (Circle one)

Currently employed
Self employed
Out of work looking
Out of work not looking
Homemaker
Student
Military
Retired
Unable to work

- 3) Is your employment in Eckville? (Circle one) Yes No
- 4) Do you own or rent? (Circle one)

Own Rent

- 5) Why did you choose to live in Eckville? (Cost, Family, Work, Location, Etc.)
- 6) What is the BEST thing about Eckville?
- 7) What is the WORST thing about Eckville?
- 8) What would make Eckville more inviting for newcomers? (Businesses, Housing, Parks, Etc.)
- 9) What area of Eckville needs the most attention?
- 10) What do you use most for community information?

Eckville Website
Eckville Facebook Page
Town of Eckville App
Town Office Bulletin Board
Other

- 11) What future improvements to Eckville would you like to see? (Business, Housing, Sport facilities, Recreation, Heath, Education, Public Safety, Etc.)
- 12) How would you view the current economic situation? (Circle one)

Improving

Stable

Declining



- 13) Please rate from 1 (least) to 5 (most), your satisfaction with:
 - -Town Council
 - -Information available from Council, Municipal Planning or other official meetings.
 - -Council communication and engagement with the public
 - -Your opportunity to engage in community matters
 - -Street maintenance
 - -Street condition
 - -Street lighting
 - -Community safety
 - -Parks and trails
 - -Recreation facilities
 - -Health Services
 - -Fire Services
 - -Police Services
 - -Municipal Works Services
 - -Education
- 14) Addition Comments or Suggestions:

MANAGEMENT REPORT TO ECKVILLE TOWN COUNCIL

Mtg. Date Nov 12, 2024
Agenda Item 2.1

November 12, 2024

Current Activities:

- McDonald Heights Bemoco Land Surveying completed and updated sales plan for us to
 use in promoting our McDonald Heights Subdivision. We have attached a copy of the plan
 for your information. Still ongoing as far as Lot 31 and the reclaimed well site is
 concerned.
- Proposed Industrial Subdivision on 57 Avenue Tagish Engineering has completed a
 Proposed Amendment to the 2003 Kilian Estates Water Management Plan that was
 approved in 2003. The plan was submitted to Alberta Environment for review and
 hopefully for approval. We will keep you informed.
- Active Wellsite West of the Town Shop Nothing new to report. Still investigating!
- Possible Lot Sale in Westview Manufactured Home Subdivision: Regretfully the Individual who was hoping to purchase a lot in our Westview Manufactured Home Subdivision was forced to put her plans on hold when the sales deal on her property in Rocky Mountain House fell through. If you have any leads on anyone who is thinking about buying a home and a lot in Westview, let us know as there are still several new homes in Red Deer that would be available for quick delivery and set up.

Public Works Highlights:

- <u>East and West Sewer Lift Stations</u>: Ongoing. We have ordered a new control box for the west lift station and hopefully it can be installed before the end of the year.
- <u>Street Sweeper</u>: As previously noted, we are now looking at two different companies that sell loader mounted street sweepers. We hope to have some proposals for consideration soon.
- <u>Fall Lagoon Release</u>: As previously noted, Public Works started our fall effluent release on October 4th, but we have experienced some issues with a plugged drain line between the upper and lower storage cells. The line was opened and to make sure that our ponds were adequately drained, we applied for and were granted a one-week extension to our fall release period. The valve on our drain line was ill be closed on November 8, 2024.

Future / Planned Activities:

- <u>Proposed Changes to our Fire Bylaw</u>: We will update you our discussion on the recent invoices that we have received from Lacombe County for fire services from Bentley Fire Department at the November 12th council meeting.
- Grand Opening for Eckville's Akamihk Health Care Services Clinic: Our current plan is to hold an official ribbon cutting and meet and greet on Friday November 29th. After discussions with our contacts at Montana First Nations, it was decided that we would form

Management Report -November 12, 2024

a small planning committee made up of representatives for their management team (George, Milton and Candace), representatives from the Town's management team (Jack, Darcy and Laurie) and the representative from Cenovus Energy (Melina Adams). The planning group will hold its first virtual meeting on Friday, November 8th and we will update you on where we are at on November 12th at the council meeting.

- Labour Market and Workforce Development Study: Lacombe County is applying for a matching grant to complete a Labour Market and Workplace Development Study in 2025. They are partnering with the City of Lacombe and the Town of Blackfalds on this project and have offered to allow the villages off Clive and Alix and the Towns of Eckville and Bentley to participate as well. Please find attached a copy of some information on the study. The cost to the Town of Eckville would \$1,000.00. I look forward to discussing this with you on November 12th.

Jack Ramsden, CAO

Darcy Webb, Deputy CAO

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Town Of Eckville CHEQUEBOOK POSTING JOURNAL Payables Management

Page:

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Audit Trail Code: PMCHQ00000895

* Voided transactions



Chequebook ID	Туре	Number	Date	Amount
Paid To/Rcvd	From	Description		
ATB - GEN Archon IT Ser		EFT00000000117	2024-10-29	\$3,345.55
ATB - GEN Diane Eliuk	Cheque	EFT00000000118	2024-10-29	\$68.68
ATB - GEN Eckville FCSS		EFT00000000119	2024-10-29	\$7,705.04
ATB - GEN Helen Posti	Cheque	EFT00000000120	2024-10-29	\$699.04
ATB - GEN HHID Consulti		EFT00000000121	2024-10-29	\$787.50
ATB - GEN Penny Seiling		EFT00000000122	2024-10-29	\$649.60
ATB - GEN Sherry Meyers	-	EFT00000000123	2024-10-29	\$68.68
Total Transactions:	7			

System: 2024-11-07 10:13:13 AM

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Town Of Eckville CHEQUEBOOK REGISTER REPORT Bank Reconciliation

Page: 1

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ATB - GEN Last Last

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* Voided transaction ^ Cleared amount is different than posted amount

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1 Transaction(s)

1 Total Transaction(s)

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Town Of Eckville COMPUTER CHEQUE REGISTER Payables Management

Page: 1

User ID: kristina

Batch ID: Batch Comment: AP Cheques

CHEQUES

Audit Trail Code: PMCHQ00000896 Posting Date:

2024-11-07

Chequebook ID: ATB ~ GEN

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
028127	2024-11-07	00000000000024056	241001	241577 Alberta Ltd.	\$393.07
028128	2024-11-07	00000000000024057	AAM001	Canoe	\$343.84
028129	2024-11-07	00000000000024058	AGR002	Agriterra Equipment	\$1,131.73
028130	2024-11-07	00000000000024059	ANIO01	327241 Alberta Ltd.	\$2,930.49
028131	2024-11-07	00000000000024060	AUM002	AMSC Insurance Services Ltd.	\$9,210.65
028132	2024-11-07	00000000000024061	BOB001	Bobcat	\$140.95
028133	2024-11-07	00000000000024062	CIP01	CIP Office Technology	\$142.80
028134	2024-11-07	00000000000024063	HIW001	Hi-Way 9 Express Ltd.	\$231.29
028135	2024-11-07	00000000000024064	LAC001	Lacombe County	\$4,571.20
028136	2024-11-07	00000000000024065	LAC010	Lacombe Regional Waste Service	\$660.00
028137	2024-11-07	00000000000024066	LIT002	Little Jon's Portable Toilet S	\$262,50
028138	2024-11-07	00000000000024067	MAD01	Mad Catering	\$189.00
028139	2024-11-07	00000000000024068	MISO01	Missing Link Internet Inc.	\$367.50
028140	2024-11-07	00000000000024069	OUT002	Outback Lawn Maintenance Inc.	\$682.50
028141	2024-11-07	00000000000024070	QQF001	Q & Q Fencing	\$12,247,20
028142	2024-11-07	00000000000024071	REC	Receiver General	\$12,617.97
028143	2024-11-07	00000000000024072	SPA001	Sparrows Auto Service Ltd	\$240.01
028144	2024-11-07	00000000000024073	STE008	Sterling Power Systems Inc.	\$593,26
028145	2024-11-07	00000000000024074	TEL001	Telus	\$1,140.77
028146	2024-11-07	00000000000024075	ULIO01	Uline Canada Corporation	\$1,379.81
028147	2024-11-07	00000000000024076	WIL001	Wild Rose Assessment Services	\$1,424.15
028148	2024-11-07	00000000000024077	LAP001	LAPP	\$3,544.61
Total Cheques:	22			Cheques Total:	\$54,445.30

Mtg. Date <u>Nov 12, 2024</u>
Agenda Item <u>7.3</u>

Audited Financial Statement 2023-2024

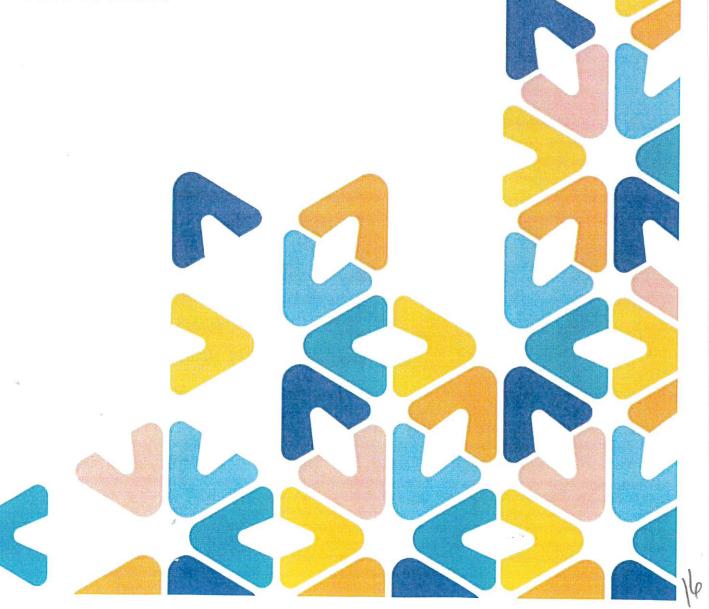
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Arena Rental		\$4,600.00			Utilities		\$	56,511.36
Donations	\$	1,877.50			Caretakers	1	\$	73,196.92
nterest	\$	19,079.79			General & Ad	lmin	\$	21,448.49
Dividend	\$	115.46			Alumni Expe	nses	\$	2,661.00
Rodeo	\$	57,391.25			Other Expens	se	\$	2,850.00
Bullarena	\$	117,451.00			Rodeo Exper	ises	\$	30,795.66
Grants	\$	40,000.00			Bullarena Ex	penses	\$	53,882.42
Arena Sponsorship	\$	2,000.00						
Alumni Game Income	\$	8,084.75						
Total Income	\$	589,165.54			Total		\$	329,393.58
Town of Eckville	\$	31,652.28				<u> </u>		
Town of Eckville	\$	2,342.92						
Town of Eckville	\$			ating Grant	A			
County of Lacombe	\$	(46,000.00)						
Town of Eckville	\$	32,295.70	caret	akers				
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Mtg. Date <u>Nav 12, 202</u>4 Agenda Item <u>9.1 A</u>

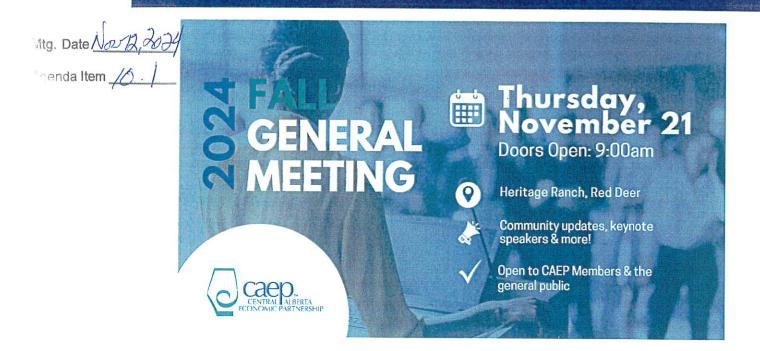


Annual Report

November 2024



Fall General Meeting - November 21



Thursday November 21st at 9:00am

Heritage Ranch Red Deer, Alberta

Join us for the 2024 Fall General Meeting (FGM) hosted by the Central Alberta Economic Partnership (CAEP). This event is an excellent opportunity to engage with fellow members, hear insightful discussions, and contribute to the future directions of CAEP.

Register For Fall General Meeting

CAEP Member Spotlight



