

TOWN OF ECKVILLE-COUNCIL AGENDA

Monday, March 10, 2025

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 | |
| 3. AGENDA | 3.1 | Adoption of Agenda |
| 4. MINUTES | 4.1 | Regular Council Meeting Minutes February 24, 2025 pg. 1-3 |
| 5. ACTION ITEMS | 5.1 | RFD-Purchase of Loader Mounted Sweeper pg. 4-9 |
| | 5.2 | Shredding Event for 2025? Date and time? |
| 6. BYLAWS, POLICIES | 6.1 | Bylaw #801-25 Councillor Procedure Bylaw pg. 10-26 |
| 7. REPORTS | 7.1 | Management Report – March 10, 2025 pg. 27-28 |
| | 7.2 | Financial Report-AP Feb 27,-March 4, 2025 pg. 29-31 |
| 8. COMMITTEE, BOARD REPORTS | 8.1 | |
| 9. CORRESPONDENCE, INFORMATION | 9.1 | Town of Eckville CPO Services pg. 32-35 |
| 10. CONSENT AGENDA | 10.1 | A. Highlights of Lacombe Council Meeting Feb 27, 2025 pg. 36-38
B. LRWSC Approved Minutes November 20, 2024 pg. 39-44 |
| 11. SEMINARS, MEETINGS, SPECIAL EVENTS | 11.1 | |
| 12. CLOSED SESSION | 12.1 | Section 21: Disclosure harmful to intergovernmental relations |
| 13. COMMITTEE OF THE WHOLE | 13.1 | |
| 14. ADJOURNMENT | 14.1 | |

TOWN OF ECKVILLE – COUNCIL MINUTES

Mtg. Date Mar 10, 2025

Agenda Item 4.1

Monday, February 24, 2025
Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta
(The meeting was available via electronic means)

1. Call to Order

1.1 Mayor Ebdon called the meeting to order at 6:01 p.m.

Present: Mayor Ebdon
Councillor Engen
Councillor Meyers
Councillor Pacholek
Councillor See

Absent: Councillor Palm-Fraser
Councillor Thoreson

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 Items - None

3.2 Adoption of Agenda

Res. 044.2025

Moved by Councillor See that the agenda be adopted as presented.
Carried Unanimously.

4. Minutes

4.1 Regular Council Meeting Minutes – February 10th, 2025

Res. 045.2025

Moved by Councillor Pacholek that the minutes of the February 10th, 2025 Council Meeting be approved as presented. **Carried Unanimously.**

5. Action Items

5.1 Municipal Breakfast Date

Res. 046.2025

Moved by Mayor Ebdon that the Municipal Breakfast be held on April 26, 9-11am. **Carried Unanimously.**

5.2 RFD- Town of Eckville 57th Ave Industrial Subdivision Development Final Master Plan 2025

Res. 047.2025

Moved by Councillor Engen that the 57th Avenue Industrial Subdivision Master Plan be approved as presented. **Carried Unanimously.**

- 5.3 RFD- Eckville Library Board Financial Reviewer.
- Res. 048.2025** Moved by Councillor Engen that Garth Yeomans be appointed as the Financial Reviewer for the Eckville Municipal Library's 2024 Statement of Receipts and Disbursements. **Carried Unanimously.**
- 6. Bylaws, Policies**
- 6.1 Bylaw #801-25 Councillor Procedure Bylaw
- Res. 049.2025** Moved by Councillor Meyers that schedule "B" of Bylaw #801-25 Councillor Procedure Bylaw be amended to include Correspondence and Information items. **Carried Unanimously.**
- Res. 050.2025** Moved by Councillor Pacholek that Bylaw #801-25 be given first reading. **Carried Unanimously.**
- 7. Reports**
- 7.1 Management Report – February 24th, 2025
- Res. 051.2025** Moved by Councillor Meyers that Administration be authorized to transition from the current Town funded commercial cardboard collection program to one that is operated through the Town's contracted waste and recycle operator. **Carried Unanimously.**
- Res. 052.2025** Moved by Councillor See that the Management Report for February 24th, 2025, be accepted for information. **Carried Unanimously.**
- 7.2 Financial Report – AP February 11-13, 2025.
- Res. 053.2025** Moved by Councillor Pacholek that the Financial Report be accepted for information. **Carried Unanimously.**
- 7.3 Animal Control Service Report January 2025
- Res. 054.2025** Moved by Mayor Ebdon that the Animal Services report for January 2025 be accepted for information. **Carried Unanimously.**
- 8. Committee & Board Reports**
- 8.1 Councillor Pacholek reported on the Bylaw Committee Meeting
- 8.2 Councillor Meyers reported on the Bylaw committee meeting and LRWSC.
- 8.3 Councillor Engen reported on Brownlee Legal session and Medicine River Watershed
- 8.4 Mayor Ebdon reported on Manor Charitable society, the Bylaw committee meeting and the Eckville library.
- Res. 055.2025** Moved by Councillor See that the Committee and Board Reports be accepted. **Carried Unanimously.**
- 9. Correspondence, Information Items**
- 9.1 Consent Agenda:
- A. Laccombe County Meeting Highlights Jan. 30, and Feb. 13, 2025
 - B. Alberta Municipal Affairs letter from Ric McIver
 - C. RCMP Crime Stats
 - D. Alberta Municipal Affairs letter

E. Eckville Municipal Library Jan.8, 2025 meeting minutes

Res. 056.2025

Moved by Councillor Meyers that the Correspondence and Information items be accepted as information. **Carried Unanimously.**

**10. Seminars, Meetings, 10.1 None
Special Events**

Mayor Ebdon called for a 5 minute recess. Time 7:36pm. The meeting reconvened at 7:41pm.

11. Closed Session

11.1 Section 21: Disclosure harmful to intergovernmental relations.

Res. 057.2025

Moved by Councillor Pacholek that the meeting move into closed session, excluding all persons except Council Members, CAO, and Deputy CAO in order to discuss an item with respect to Section 21: Disclosure Harmful to Intergovernmental relations. Time 7:43p.m. **Carried Unanimously**

Res. 058.2025

Moved by Councilor Engen that the meeting revert back to open session. Time 8:26 p.m. **Carried Unanimously.**

Mayor Ebdon called for a 5 minute recess. Time 8:27pm. The meeting reconvened at 8:32pm

**12. Committee of the
Whole**

12.1 None

13. Adjournment

13.1

Res. 059.2025

Mayor Ebdon adjourned the meeting. Time 8:33pm. **Carried Unanimously.**

Mayor

CAO

TOWN OF ECKVILLE

Request to Council for Decision

Meeting:	Town Council
Meeting Date:	March 10, 2025
Originated By:	Jack Ramsden, CAO/Darcy Webb Deputy CAO
Title:	Purchase of Loader Mounted Sweeper

BACKGROUND: Since about the mid-point of 2024, administration and public works have been searching for an alternative to the existing truck mounted sweeper we currently own.

DISCUSSION/ALTERNATIVES: The existing sweeper is a Sweeprite S2 sweeper that is mounted on a 2015 Isuzu NRR chassis. It was purchased in 2015 at a cost of \$172,450.

While the truck has caused no problems for us the same cannot be said for the sweeper. As Council is aware, it has not been uncommon to spend \$10 or more each season just servicing the unit. Last year it was sidelined for a good portion of the season and we were unable to offer street sweeping services to Alix and Clive.

The Alberta dealer that maintains the S2 sweepers is located in Acheson which is just west of Edmonton.

We are looking at a loader mounted sweeper to replace the existing unit. It is a much simpler machine with fewer moving parts and far less costly to maintain.

As indicated, public works and administration have been researching loader mounted alternatives for some time. The idea of replacing the existing sweeper with a new self propelled one was ruled out as too costly to purchase and maintain.

A comparison of the two units that we narrowed our search to is attached to this RFD.

Both of the units would work, however, the HOLM PH250 is our recommended purchase. It is less costly to purchase and can be serviced in Red Deer.

IMPACT ON BUDGET: This purchase would be included in Eckville's 2025 capital budget and funded through the LGFF grant program. The existing S2 and Isuzu chassis would be sold. There is only a minor book value remaining (\$8,723) so we would expect to have a gain on the sale of this asset.

RECOMMENDED ACTION: That the following motions be presented for consideration:

- 1) "That the Town of Eckville purchase a new HOLM PH250 sweeper from NORS (formerly Strongco) at a cost of \$42,000 plus GST and further that the purchase be funded through the LGFF grant program."

And

- 2) "That administration be authorized to sell the existing S2 Sweeper and 2015 Isuzu NRR chassis that it is mounted on."

Prepared By: _____ Approved By: _____

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NEW LOADER MOUNTED PICK-UP SWEEPER

	HOLMS PH-250	EDDYNET RPHB-32
Purchase Price of New Sweeper	<u>\$42,000</u>	<u>\$56,380</u>
Estimated Net Proceeds on Sale of Existing Sweeper	<u>\$16,277</u>	<u>\$16,277</u>
IMPACT ON 2024 BUDGET (PURCHASE OF SWEEPER)	\$25,723.00	\$40,103.00

SALE OF S2 SWEEPER & 2015 ISUZU NRR CHASSIS

Original Cost	<u>\$172,450</u>
Net Book Value YE 2024	<u>\$163,727</u>
Gain/(Loss on Disposal of SV300)	<u>-\$8,723</u>
Estimated Sale Value	<u>\$25,000</u>

**NET PROCEEDS FROM
DISPOSAL**

\$16,277.00

PICK-UP SWEEPER COMPARISON

	NORS(STRONGCO)	INDUSTRIAL MACHINE
Year	2024	2024
Make	HOLMS	EDDYNET
Model	PH250	RPHB-32
Loader Mounted	Yes	Yes
Working Width	8'2"	8'
Water Tank Volume	90 Imp. Gal.	124 Imp. Gal.
Container Volume	1 Cubic yd	1.5 Cubic yd
Side Brush	Yes	Yes
Weight (full tank & Container)	4265 lb	8015 lb
Service Location	Red Deer	Acheson (Edmonton)
Delivery Time	2-4 Weeks	4-5 Weeks
Warranty	2 Year Full	1 Full Year
Purchase Price (excluding taxes)	\$42,000	\$56,380

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TOWN OF ECKVILLE

Council Procedures Bylaw No. 801-25

A by-law of the Town of Eckville, in the Province of Alberta, to regulate the proceedings in and transacting of business by the Municipal Council of the Town of Eckville.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF ECKVILLE, DULY ASSEMBLED ENACTS AS FOLLOWS:

1. Definitions and Interpretation

1.1. In this bylaw:

“Administrator” means the Chief Administrative Officer appointed by Council or a designated officer where such has been designated and appointed by Council.

“Chief Elected Official” and/or “Mayor” means the person elected by the electors of the Town of Eckville.

“Council” means the Council of the Town of Eckville.

“Council Committee” means a committee, board or other body established by the Council of the Town of Eckville.

“Councillor” includes the chief elected official.

“Town” means the Town of Eckville.

2. Structure

2.1. As of October 20, 2025, The Council of the Town of Eckville shall consist of five (5) council members.

2.2. The chief elected official shall be elected by a vote of the electors of the whole of the Town and shall be designated the title of ‘Mayor’.

- 2.3. All Councillors shall be elected by a vote of the electors of the whole of the Town and shall be designated the title of 'Councillor'.
- 2.4. The Mayor shall preside when in attendance at a meeting of Council.
- 2.5. The Mayor may, at the discretion of the Mayor, be a member of all Council committees and all bodies to which Council has the right to appoint members under the Municipal Government Act.

3. Agendas

- 3.1. The Administrator shall prepare an Agenda Package for each regular council meeting, complete with the proposed itemized agenda and copies of any pertinent correspondence, statements, reports and other documents and shall endeavor to submit the noted agenda package to each member of Council at least two working days prior to each regular meeting.
- 3.2. Any member of Council wishing to have an item of business placed on the Agenda shall make the submissions in writing, explaining the nature of their submission, to the Administrator not later than four working days prior to the meeting.
- 3.3. No item of business shall be considered by the Council if the item has not been placed on the Agenda unless members of the Council present, by a unanimous vote, agree to the item being placed on the Agenda. The Mayor, any Councillor or the Administrator shall be given the opportunity to state why an item shall receive consideration on the Agenda because of its time sensitive nature before the motion is put to a vote.

4. Delegations

- 4.1. A Citizen, Group or Organization wishing to bring a matter to the attention of Council, or wishing to have a matter considered by Council, shall complete a Council Delegation Request form outlining the subject or matter to be discussed. This form shall be typewritten or legibly written, signed, and delivered or mailed to the Office of the Chief Administrative Officer.
- 4.2. The Chief Administrative Officer shall place this Council Delegation Request Form on a future Council Agenda for consideration by Council.
- 4.3. Council may, at their discretion, approve or deny the Request for Delegation.

- 4.4. In the event that Council approves the Request for Delegation, those requesting the delegation may make oral or written presentation to Council. In the interest of time, the Mayor may require the appointment of a single spokesperson for the Delegation and each delegation shall be limited to 15 minutes unless approved by Council.

5. Council Meetings

Time of Commencement of Regular Meetings

- 5.1. Council shall, at its organizational meeting each year, establish the days and times of its regular meetings, by resolution. If a regular meeting of Council falls on a statutory holiday, the meeting shall be held on the Tuesday following the statutory holiday.

Notice of Meetings

- 5.2. Public notices of changes to the dates, times, or-location of regular meetings, special meetings, council committee meetings shall be given using any two of the following methods but endeavoring to use all three: the Town of Eckville Website, the Town of Eckville Facebook Page, posted on the Town's Facebook page and the Town of Eckville Bulletin Board.

Electronic or Other Communication

- 5.3. Any member of Council wishing to participate in a council meeting or council committee meeting by means of electronic or other communication facilities may request that the meeting be conducted by means of electronic or other communication facilities provided the requirements of the Municipal Government Act can be met.
- 5.4. The Council member requesting that the meeting be held through electronic communications shall be responsible for the expenses incurred to accommodate this request.
- 5.5. Any Council member requesting electronic attendance at a meeting because the member is unable to be physically present shall be responsible to ensure the member is fully informed with regards to the meeting agenda and the information contained there in.
- 5.6. If the Council requests a member's presence through electronic communication at a Council meeting that he is unable to physically attend, the Town shall cover the expense this request incurs.

- 5.7. Notwithstanding the foregoing, if a Council member wishes to attend any portion of the meeting which is held in the absence of the public pursuant to the Municipal Government Act (a closed session) by means of electronic or other communication facilities, the Councillor must have provided a signed statement confirming that they will make proper arrangements to ensure the confidentiality of the closed session discussion, substantially in the form set out in Schedule "C" of the Bylaw. This statement shall be signed annually by each member of Council at the Town's Organization Meeting.

Quorum

- 5.8. A quorum of Council shall be a majority of those members elected and serving on Council, including the Mayor.
- 5.9. If a quorum is not present within half an hour after the time appointed for the meeting of Council, the Administrator shall call the roll and take down the names of the members present and the Council shall stand absolutely adjourned until the next regular meeting, unless a special meeting be duly called in the meantime.
- 5.10. If a quorum is lost for any reason then the meeting is at an end.

Absence of Mayor and Deputy Mayor

- 5.11. If the Mayor or Deputy Mayor are not in attendance within fifteen minutes after the time appointed for a meeting and a quorum is present, the Administrator shall call the meeting to order and a member shall be chosen by the members present to chair the meeting until the arrival of the Mayor or Deputy Mayor.

Agenda and Minutes

- 5.12. Upon the meeting being called to order a motion shall be presented to adopt all or part of the circulated agenda for the meeting. Upon unanimous resolution Council may by resolution add additional items of business to the meeting's agenda.
- 5.13. Upon adoption of the meeting's agenda, a motion shall be presented to adopt the minutes of the preceding meeting or meetings as circulated or as read, as the case may be, which motion shall be voted upon after disposition, either by unanimous consent or amendment of any errors or omissions alleged therein.

Votes of Council

- 5.14. Unless otherwise required by this Bylaw, the Municipal Government Act or any other enactment, a simple majority vote of those members present shall be sufficient to pass any resolution or bylaw.
- 5.15. A Councillor attending a Council meeting must vote on a matter put to a vote at the meeting unless the Councillor is required or permitted to abstain from voting under the Municipal Government Act or any other enactment. Each abstention and the reasons for the abstention must be recorded in the minutes of the meeting.
- 5.16. Before a vote is taken by Council, a Councillor may request that a vote be recorded. When a vote is recorded, the minutes must show the names of the Councillors present and whether each Councillor voted for or against the proposal or abstained.
- 5.17. For the purposes of quorum, a Councillor is deemed to be absent for a vote if the Councillor is required to abstain from the vote, or the Councillor is permitted to abstain from the vote and does abstain.
- 5.18. Whenever a vote on any order, resolution or question before Council cannot be taken because of loss of a quorum, then the order, resolution or question shall be the first business to be proceeded with and disposed of at the next meeting of Council, under that particular order of business.

Adjournment of Meeting

- 5.19. Regular meetings of Council shall adjourn after four (4) hours or at 10:00 p.m. if then in session, unless otherwise determined by a majority vote of the members present, upon motion made and passed before that time while in session. Any business not completed at the time of adjournment shall be the first order of business at the next regular meeting of Council, unless in the meantime a special meeting is duly called as per the Municipal Government Act.

6. Motions

Motions Generally

- 6.1. A motion submitted to Council does not require a seconder.

- 6.2. Any member may require the question or motion under discussion, or any portion thereof, to be read at any time during the debate, but not so as to interrupt a person while speaking.
- 6.3. No motion shall be offered that is substantially the same as one on which the judgement of the meeting has already been expressed during the same meeting.
- 6.4. Whenever the Mayor or other presiding officer is of the opinion that a motion offered to Council is contrary to the rules and privileges of Council, he shall apprise the members thereof immediately, before putting the question, and shall cite the rule or authority applicable to the case without argument or comment. Whenever any matter of privilege arises, it shall immediately be taken into consideration.
- 6.5. No question shall be reconsidered more than once at any one meeting of Council unless a majority of the members of Council present agree.
- 6.6. When a motion has been made and is being considered by the Council, no other motion may be made and accepted except;
 - a) a motion to refer the main question to some other person or group for consideration,
 - b) a motion to amend the main question,
 - c) a motion to table the main question,
 - d) a motion to postpone the main question to some future date,
 - e) a motion to adjourn the meeting, provided that a motion to table shall not be debated except as to the time when the matter will again be considered.
- 6.7. Not more than one main motion, amendment thereto, and amendment to the amendment may be on the floor at the time.
- 6.8. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the Mayor or other presiding officer so directs.
- 6.9. After any question is finally put by the Mayor or other presiding officer, no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Mayor or presiding officer as to whether the question has been finally put shall be conclusive.

Amendments to Motion

- 6.10. Every amendment must be relevant to the question on which it is proposed. Any amendment offered which raises a new question can only be considered on a distinct motion after notice.
- 6.11. An amendment proposing a direct negative is out of order.
- 6.12. Voting on motions and amendments shall be conducted in the reverse of the order in which they were put, that is to say, firstly, upon the amendment to the amendment, if any, secondly, upon the amendment or amendments to the motion, as the case may be, if any, and lastly, upon the motion or the motion as amended as the case may be, except in the case of times and amounts in which case the longest times and the largest amounts shall be put first.

Withdrawing or Changing Motions

- 6.13. A motion may, with the consent of the mover and a majority of the members present, be withdrawn or the wording thereof changed.

Motion to Rescind

- 6.14. A motion to rescind an action of Council may be offered at any time subsequent to the meeting at which the original motion was passed. Any member of Council may make the motion to rescind. A majority vote of the members of Council is necessary for the passage of a motion to rescind.

Motion to Adjourn

- 6.15. A motion to adjourn the meeting shall not be debatable nor amendable, except as to the time, if any, when the meeting shall be reconvened, provided that the Mayor or presiding officer may, subject to an appeal to the meeting, refuse to put a motion for adjournment if, in the opinion of the Mayor or presiding officer, the motion is offered for the purpose of obstructing the meeting.

7. Readings of Bylaws

- 7.1. When a proposed bylaw is read in Council, the Administrator shall certify the reading and the date of the reading on the face thereof. When a bylaw has been read a third time and finally passed, the Administrator shall keep on file correct copies thereof including amendments, if any.
- 7.2. A by-law appearing upon the Council agenda when listed as ready for first reading shall be introduced by a member moving, "That Bylaw No. (quoting the by-law no.) be now read a first time. If a bylaw fails to receive first reading, then it may be struck from the agenda.

- 7.3. All amendments to a bylaw suggested in Committee of the Whole shall be reported by Mayor or presiding officer to the Council, who shall receive the whole forthwith. After a report has been received, the proposed bylaw shall be open to debate and amendment.
- 7.4. Every bylaw shall be read a third time before it is signed by the Mayor or Deputy Mayor. If a bylaw fails to receive third reading, it shall remain on the agenda to be dealt with at the next regular meeting of Council.
- 7.5. Every bylaw of general application shall be printed or otherwise duplicated so as to be available to all interested parties, other bylaws shall be recorded and filed as well as amendments thereto and the Administrator shall retain the original of every bylaw on file and properly record amendments thereto.
- 7.6. Every bylaw which has passed in Council shall immediately after being sealed with the seal of the Town, and signed by the Mayor or Deputy Mayor and the Administrator, be securely deposited by the Administrator.

8. Meeting Conduct

- 8.1. The Mayor or presiding officer shall preserve order and decorum and shall decide questions of order subject to an appeal to the Council by resolutions and the decision of the presiding officer shall be final unless reversed or altered by a majority vote of members present.
- 8.2. When the Mayor or presiding officer is called on to decide a point of order or practice, the Mayor or presiding officer shall do so without argument or comment and shall state the rule of authority applicable to same.
- 8.3. The Mayor or presiding officer shall have authority to set a time limit and the number of times that a member may speak on the same question of resolution having due regard to the importance of the matter.
- 8.4. Every member in speaking to any question or motion shall address himself only to the Mayor or presiding officer.
- 8.5. When two (2) or more members desire to speak to a matter the Mayor or other presiding officer shall settle the priority.
- 8.6. During the reading of minutes, reports, communications or other papers, and when a member or any other person is addressing the Council, silence shall be observed and no one shall be allowed to disturb the meeting.

- 8.7. A member called to order shall immediately cease to speak, but may afterwards explain, and the Council, if appealed to, shall decide the same without debate; if there be no appeal the decision of the Mayor or other presiding officer shall be submitted to.
- 8.8. No member shall:
- a) speak disrespectfully of any person;
 - b) use offensive words in or against the Council or any member thereof or any official or employee of the Town;
 - c) speak except upon a question in debate;
 - d) reflect upon any vote of the Council except for the purpose of moving that such a vote be reconsidered or rescinded;
- 8.9. The Mayor or presiding officer will give each member who wishes to speak, an opportunity to do so before putting the question.
- 8.10. Any matter of meeting conduct which is not herein provided for shall be determined by the Mayor or presiding officer.

Expulsion/Exclusion from Meeting

- 8.11. The Mayor or presiding officer may cause to be expelled from and excluded from any meeting any person in attendance, other than a Councillor, who creates any disturbance during a meeting or who, in the opinion of the Mayor or presiding officer, has been guilty of improper conduct and for that purpose, the Mayor or presiding officer may direct such person to be removed by law enforcement member.

9. Council Committees

- 9.1. Council may pass bylaws in relation to the following:
- a) The establishment of and functions of Council committees and other bodies;
 - b) Procedures to be followed by Council, Council committees and other bodies established by Council.

10. Remuneration, Allowances, Expense Payments

- 10.1. The Mayor and Councillors shall be paid remuneration and allowances for services performed or expenses incurred during the performance of duties as a member of Council as provided in Schedule "A" attached hereto.
- 10.2. Notwithstanding Subsection 10.1 above, each member of Council is entitled to be absent without deduction for up to four (4) regular meetings in a year for personal leave.
- 10.3. Procedures relating to the claim and payment of remuneration and expenses shall be prescribed in Schedule "A" of this bylaw.
- 10.4. If a Councillor resigns or is disqualified from remaining as a member of Council, that Councillor will not be entitled to any remuneration or allowances referred to in the Bylaw as of the date of his or her resignation or disqualification.

11. Amendments To or Repeal of this Bylaw

- 11.1. From the date of the passing of this bylaw, the above rules and regulations only shall be observed for the order and conduct of business in Council thereof and all motions, rules or regulations existing and inconsistent with this bylaw are hereby repealed.
- 11.2. This by-law shall not be repealed, amended or suspended, except so far as the terms hereof permit, unless it is repealed, amended or suspended:
 - a) by a bylaw unanimously passed at a regular or special meeting of the council at which all members thereof are present, or,
 - b) by a bylaw passed at a regular meeting of council, pursuant to a notice in writing given and openly announced at the next preceding meeting of the council and setting out the terms or the substantial effect of the proposed bylaw.

12. General

- 12.1 This Bylaw shall be in effect on the date of the final passing thereof.
- 12.2 This Bylaw repeals and replaces Bylaw No. 640-02 and amendments thereto.

Read for the first time this 24th day of February, 2025.

[REDACTED]

[REDACTED]

Mayor

Chief Administrative Officer

JP

SCHEDULE "A"

COUNCIL REMUNERATION

1) Council Honorariums:

- a) Council Honorarium Pay shall be paid to All Members of Council in monthly instalments and shall provide for:
 - Attendance at a maximum of 24 meetings (regular and or budget) each calendar year; and
 - Pre-meeting preparation & time spent on miscellaneous Council business.
- b) Mayor Honorarium Pay shall be paid to the Mayor on a monthly basis and shall provide for:
 - Attendance at meetings with CAO and administration as needed; and
 - Attendance at Town Office to endorse cheques, contracts, agreements, etc.
- c) Deputy Mayor Honorarium Pay shall be paid to the Deputy Mayor on a monthly basis and shall provide for:
 - Attendance at meetings with CAO and administration as needed in the Mayors absence; and
 - Attendance at Town Office to endorse cheques, contracts, agreements, etc. in the Mayors absence.

2) Council Honorarium Rates:

- a) Mayor - \$732.67 per month
- b) Deputy Mayor - \$560.91 per month
- c) Council Members - \$446.48 per month

3) Council Per Diem Pay:

- a) Council Per Diem Pay shall be paid to All Members of Council on a monthly basis as follows:
 - For attendance at internal Town committee meetings as approved by Council; and
 - For attendance at external committee meetings as approved by Council; and
 - For attendance at conventions, seminars, workshops, special functions, or other events as approved by Council.

4) **Council Per Diem Rates:**

- | | |
|------------------------------------|-------------------------------|
| a) Minimum (up to 2 hours) - | \$ 68.68 |
| b) Half Day (2 hours to 4 hours) - | \$137.36 |
| c) Full Day (4 hours to 8 hours) - | \$274.72 (Maximum Daily Rate) |

5) **Mayor's Hospitality Allowance:** As per approved annual budget

6) **Remuneration from Outside Boards and/or Committees**

Where the Mayor or Councillor receives remuneration from another board or committee, such remuneration should be paid, where possible, directly to the Town of Eckville. The Council member will submit an expense sheet listing the function attended, remuneration for such attendance and any expenses incurred. Payment will be made at the end of the month following submission of a Timesheet.

7) **Travel and Subsistence Allowances**

- | | |
|--------------------------------------|--|
| a) Mileage | \$0.70 per kilometre for the first 5,000 kilometres driven
\$0.62 per kilometre driven after that |
| b) Meals (receipts not required) | \$23.00 Per meal to a maximum of \$69.00 per day |
| c) Incidental Expenses (no receipts) | \$10.00 flat rate per night |
| d) Hotel Accommodations, parking | 100% |
| e) Registration fees | 100% |

8) **Communication Allowances**

The Town recognizes that the Mayor and Council Members make use of their personal telephone, internet service and cellular phones in the execution of their Town duties. To help offset these personal expenses the Town shall reimburse the Mayor and Council Members at a flat rate of \$50.00 per month.

9) **Payment Procedures**

- a) **Honorarium Pay** - will be paid at the end of each month (Timesheet required).
- b) **Per Diem Pay** – will be paid as Timesheets are submitted to the CAO and approved by the CAO & the Mayor.
- c) **Travel and Subsistence Allowances** – will be paid as Expense forms are submitted to the CAO and approved by the CAO & the Mayor.
- d) **Communication Allowances** – will be paid at the end of each month (no Expense form required).

10) **Council Benefits**

All duly sworn in and serving Members of Council shall be entitled to benefits as listed below:

- a) **Extended Health Care with Vision** (80% premiums paid by Town);
- b) **Dental Care** (80% premiums paid by Town);
- c) **\$500 Annual Health Spending Account**;
- d) **Group Life Insurance** (based upon insurance provider policy - 100% premiums paid by Town);
- e) **Accidental Death and Dismemberment** (based upon insurance provider policy – 100% premiums paid by Town);
- f) **Employee Assistance Plan** (100% premiums paid by Town).

SCHEDULE "B"

ORDER OF BUSINESS IN THE AGENDA

1. Call to Order
2. Delegation
3. Agenda
 - Additions to Agenda
 - Adoption of Agenda
4. Adoption of Minutes
5. Action Items
6. Bylaws, Policies and Projects
7. Reports
 - Management Report
 - Financial Report
8. Committee and Board Reports
9. Correspondence and Information Items
10. Consent Agenda
11. Seminars, Meetings, Special Events
12. Closed Session
13. Committee of the Whole
14. Adjournment



SCHEDULE "C"

I, _____, Councillor/Mayor for the Town of Eckville, confirm that I wish to attend one or more meetings of Council or a council committee by means of electronic or other communication facilities, including the portion of such meetings held in the absence of the public (one or more in-camera discussions).

I confirm that I am aware of my duty to maintain the confidentiality of the in-camera discussions, and will take any and all necessary and appropriate steps to ensure the confidentiality of any in-camera discussions I attend through electronic communications, including without limiting the foregoing by ensuring no other person may access or be privy to such discussions in the location or facility where I attend the meetings remotely.

Signed this ____ day of _____, 20____.

Witness

Councillor Name:

Print Name of Witness

Address of Witness

REVISION HISTORY

Bylaw 801-25

REVISION HISTORY

Revision #	Section	Date Passed	Bylaw #

**MANAGEMENT REPORT
TO ECKVILLE TOWN COUNCIL**

March 10, 2025

Current Activities:

- **Proposed Industrial Subdivision on 57 Avenue** – With the Industrial Subdivision Development Master Plan having been approved by Council on February 24, 2025 work will now begin on a formal subdivision application. Parkland Community Planning Services (PCPS) will be working with the developer on this. One item to consider is having a development agreement in place prior to granting final subdivision approval. A subdivision agreement would be a document signed between a developer and a municipality which outlines the terms and conditions for subdividing a piece of land. Some common components typically include:
 1. **Developer Obligations:** Detailed responsibilities of the developer, including timelines, standards, and specifications for construction and development.
 2. **Engineering and Infrastructure:** Requirements for the development of infrastructure such as roads, water supply, sewage systems, drainage, and utilities.
 3. **Fees and Levies :** Development charges, contributions to municipal reserves (such as parkland), and any other fees or levies required by the municipality.
 4. **Environmental Considerations :** Compliance with environmental regulations, setbacks requirements, (in this case setback from existing oil pipes)
 5. **Public Lands and Amenities :** Allocation or dedication of land for public use, such as parks and open space, schools, and recreational areas. (in this case the Buffer Zone between Residential and the proposed Industrial subdivision)
- **Lot Sales:** Nothing new to report here. We are still hoping to have a sale in each of our Westview and McDonald Heights subdivisions.
- **Public Works Highlights:**
 - **East and West Sewer Lift Stations:** As previously noted, the new control box has been installed in the west lift station and we are still waiting for the new floats that operate the backup pumping system. We are still experiencing some priming issues with one of our pumps. We are arranging for the company that installed the control box and a company that maintains the make of pump installed in the lift station to be present at the same time in order to trouble shoot the issue.

The public works crew was busy last week dealing with an issue with the 'muffin monster' at the west lift station. It was plugged solid and wouldn't spin. They got it unplugged and washed a couple of lines around it. Things are running better now.

The new control box for the East Lift Station hasn't yet arrived. We reported at an earlier meeting that there was an issue with the new control box and it needed to be returned to the manufacturer.

The new computer control for the backwash process in our water treatment filter system appears to be functioning well. Our Public Works Department have been able to discontinue running it manually each day.

Management Report –February 24, 2025

- **Active Well Site West of Town Shop:** The developer has a meeting scheduled with BTG mid-March to discuss relocating the active line running through his proposed development and the removal of the lines no longer in use. We are hosting this meeting at the Town office.
- **Solar Lights on the Trails:** CAP solar was out last week and tested the batteries on our lights located at the dog park, on the trail and parking lot across from the Co-op. We should be receiving an email with the results in the next few days.

Future / Planned Activities:

- **2025 General Municipal Election:** We have been approached by Wolf Creek Public Schools to provide a joint election. Basically, we agree to supply the ballots to voters and tabulate the results for Wolf Creek. The Town has agreed to this arrangement in the past and our Returning Officer has agreed to this for the 2025 election.
- **Eckville Community Church – Request to Place Signs of Town Owned Land:** Administration has not yet been able to work on the proposal for a large advertising structure to be placed at the three entrances to Town. The plan is still to present a proposal to Council for approval and make application to Alberta Transportation to have two of them installed on SH 766 at the north and south town entrances.
- **2024 Financial Audit:** Prep work has been completed and working papers prepared for the auditors. They are scheduled to begin their field work the week of March 10th. We will make plans to have an audit committee meeting once their work begins.

Parking Lot:

- **Solar Street Lights**
- **2025 Town of Eckville General Election**
- **Commercial Cardboard Collection**

Jack Ramsden, CAO

Darcy Webb, Deputy CAO

28

System: 2025-02-27 10:34:49 AM
User Date: 2025-02-27

Town Of Eckville
COMPUTER CHEQUE REGISTER
Payables Management

Page: 1
User ID: kristina

Batch ID: CHEQUES
Batch Comment: End Feb 2025 AP Cheques

Audit Trail Code: PMCHQ00000922

Posting Date: 2025-02-27
Mtg. Date March 10, 2025

Chequebook ID: ATB - GEN

Agenda Item 7.2

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
028295	2025-02-27	00000000000024304	ANI001	327241 Alberta Ltd.	\$1,900.50
028296	2025-02-27	00000000000024305	BAY001	Bay 4 Promtional Printing	\$57.75
028297	2025-02-27	00000000000024306	CEI001	CEI Control Services Ltd.	\$1,402.80
028298	2025-02-27	00000000000024307	CEN014	Central Alberta Co-op Ltd.	\$362.54
028299	2025-02-27	00000000000024308	ECK001	Eckville Machining & Welding (\$104.50
028300	2025-02-27	00000000000024309	ECK012	Eckville Arena	\$20,000.00
028301	2025-02-27	00000000000024310	FLO01	Flowpoint Environmental System	\$110.31
028302	2025-02-27	00000000000024311	LAM02	Bonita Lamoureux	\$4,023.50
028303	2025-02-27	00000000000024312	LEO002	Leonard's Plumbing & Heating (\$1,076.46
028304	2025-02-27	00000000000024313	MOD01	Modern Electric (Rocky) Inc.	\$414.75
028305	2025-02-27	00000000000024314	OFF001	Christie's Office Plus	\$128.28
028306	2025-02-27	00000000000024315	PRO005	PROTEC	\$130.62
028307	2025-02-27	00000000000024316	REC	Receiver General	\$14,456.07
028308	2025-02-27	00000000000024317	REC01	RecordXpress	\$44.29
028309	2025-02-27	00000000000024318	TEL006	TELUS Communication Company	\$1,154.61
028310	2025-02-27	00000000000024319	UFA001	UFA	\$921.89
028311	2025-02-27	00000000000024320	WEL001	Wells Fargo Equipment Fin Co	\$244.91
028312	2025-02-27	00000000000024321	AUM003	AUMA	\$175,550.00
028313	2025-02-27	00000000000024322	BEM001	Bemoco Land Surveying Ltd.	\$787.50
028314	2025-02-27	00000000000024323	LAP001	LAPP	\$5,280.18

Total Cheques: 20

Cheques Total: \$228,151.46
=====

System: 2025-03-04 9:48:57 AM
User Date: 2025-03-04

Town Of Eckville
CHEQUEBOOK REGISTER REPORT
Bank Reconciliation

Page: 1
User ID: kristina

Ranges:	From:	To:	From:	To:
Chequebook ID	First	Last	Number	028252
Description	First	Last	Date	First
User-Defined 1	First	Last	Type	First

Sorted By: Date
Include Trx: Voided

* Voided transaction ^ Cleared amount is different than posted amount

EFT

Chequebook ID	Description	User-Defined 1	Current Balance			
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit
ATB - GEN	ATB Business General					
* 028252	2025-01-16 CHQ	Local Gov. Administration As Yes	PMCHQ00000911		\$288.75	

1 Transaction(s)

1 Total Transaction(s)

30

Ranges: From: To: From: To:

Cheque Number EFT000000000194 EFT000000000202 Cheque Date 2025-02-27 2025-02-27

Vendor ID First Last Chequebook ID First Last

Vendor Name First Last

Sorted By: Cheque Date

* Voided Cheques

EFT

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
EFT000000000194	AMS001	AMSC	2025-02-27	ATB - GEN	PMCHQ00000923	\$22,775.68
EFT000000000195	AUM003	AUMA	2025-02-27	ATB - GEN	PMCHQ00000923	\$470.81
EFT000000000196	CEN0015	Central Alberta Window Cleanin	2025-02-27	ATB - GEN	PMCHQ00000923	\$1,033.16
EFT000000000197	ECK023	Eckville Municipal Library	2025-02-27	ATB - GEN	PMCHQ00000923	\$10,818.00
EFT000000000198	FCS001	Eckville FCSS	2025-02-27	ATB - GEN	PMCHQ00000923	\$6,600.00
EFT000000000199	GAR003	Gary Heisler	2025-02-27	ATB - GEN	PMCHQ00000923	\$340.00
EFT000000000200	GTI001	GTI Petroleum Ltd	2025-02-27	ATB - GEN	PMCHQ00000923	\$1,600.05
EFT000000000201	HIW001	Hi-Way 9 Express Ltd.	2025-02-27	ATB - GEN	PMCHQ00000923	\$677.03
EFT000000000202	PEN001	Penny Seiling	2025-02-27	ATB - GEN	PMCHQ00000923	\$77.00
Total Cheques: 9						Total Amount of Cheques: \$44,391.73

Town of Eckville – CPO Services Community Update

*To build a safe and vibrant
community through leadership,
innovation, and healthy
relationships.*



FEBRUARY 21, 2025

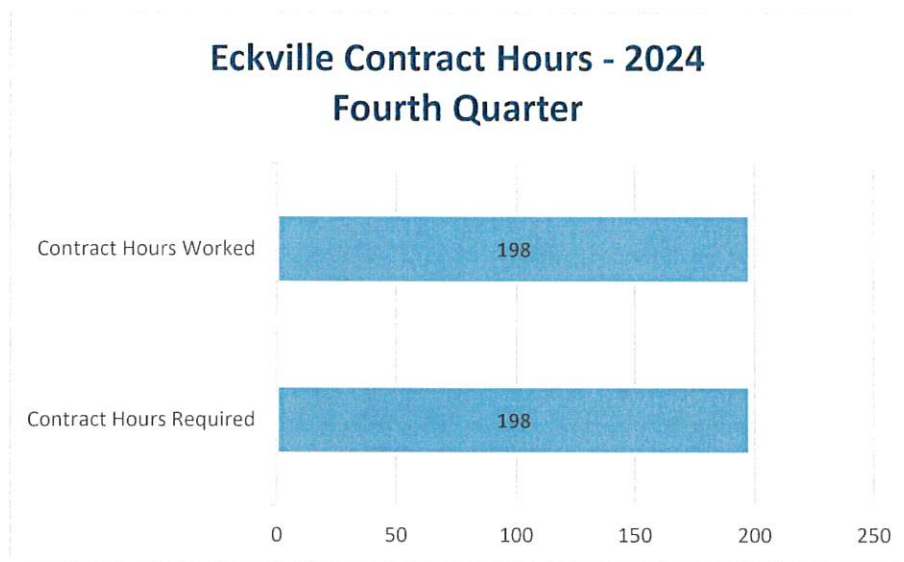
Lacombe County – CPO Services
Prepared by: Mark Sproule, Manager



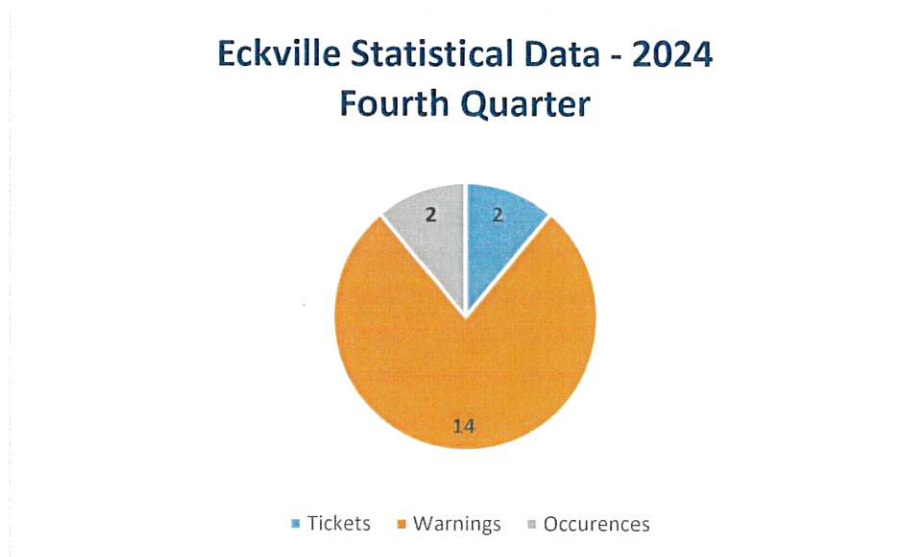


TOWN OF ECKVILLE YEAR END REPORT - ENFORCEMENT REPORT 2024

STATISTICAL OVERVIEW



'2024 Peace Officer Services, Schedule E of the Peace Officer Services Agreement.'



'Data collected from October 1st – December 31st, 2024, as per Section 11, Peace Officer Service Agreement.'

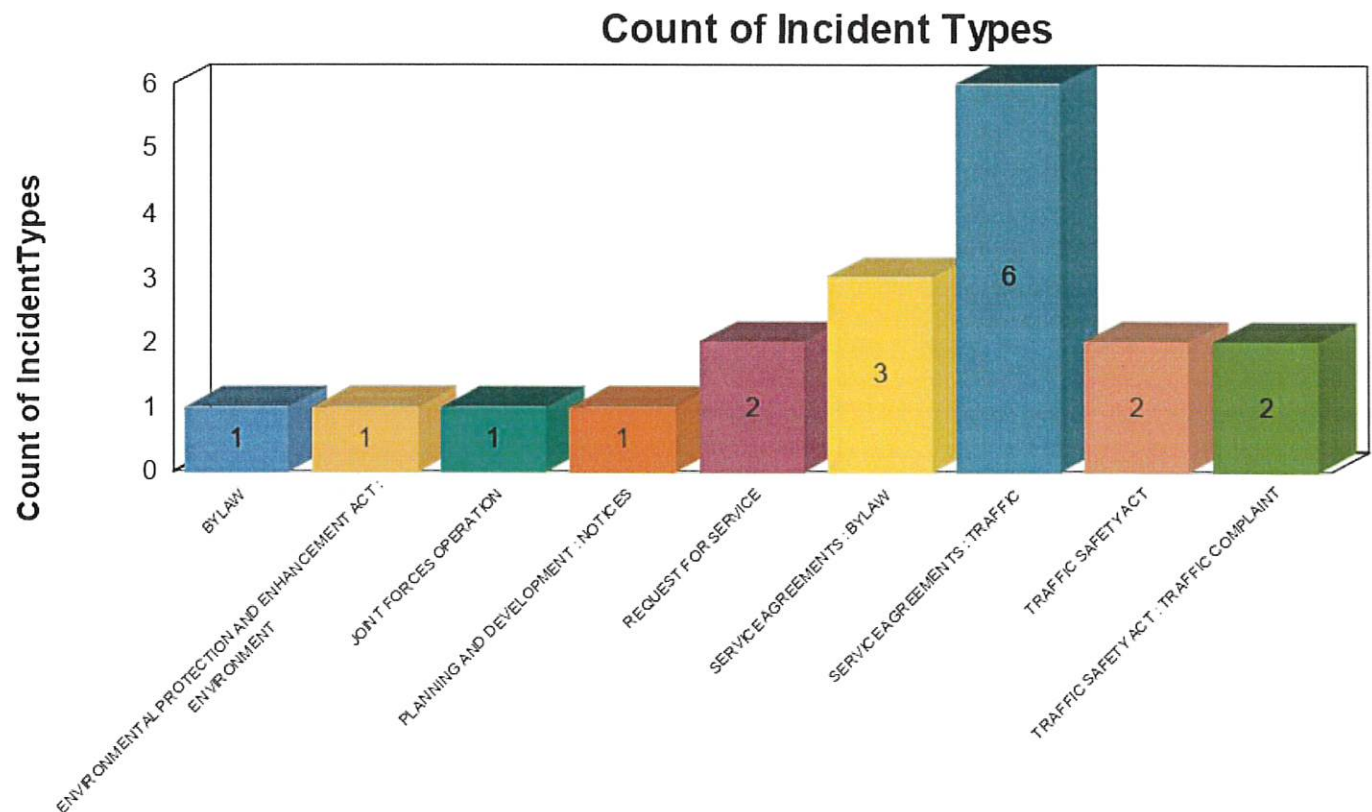
Municipal Enforcement

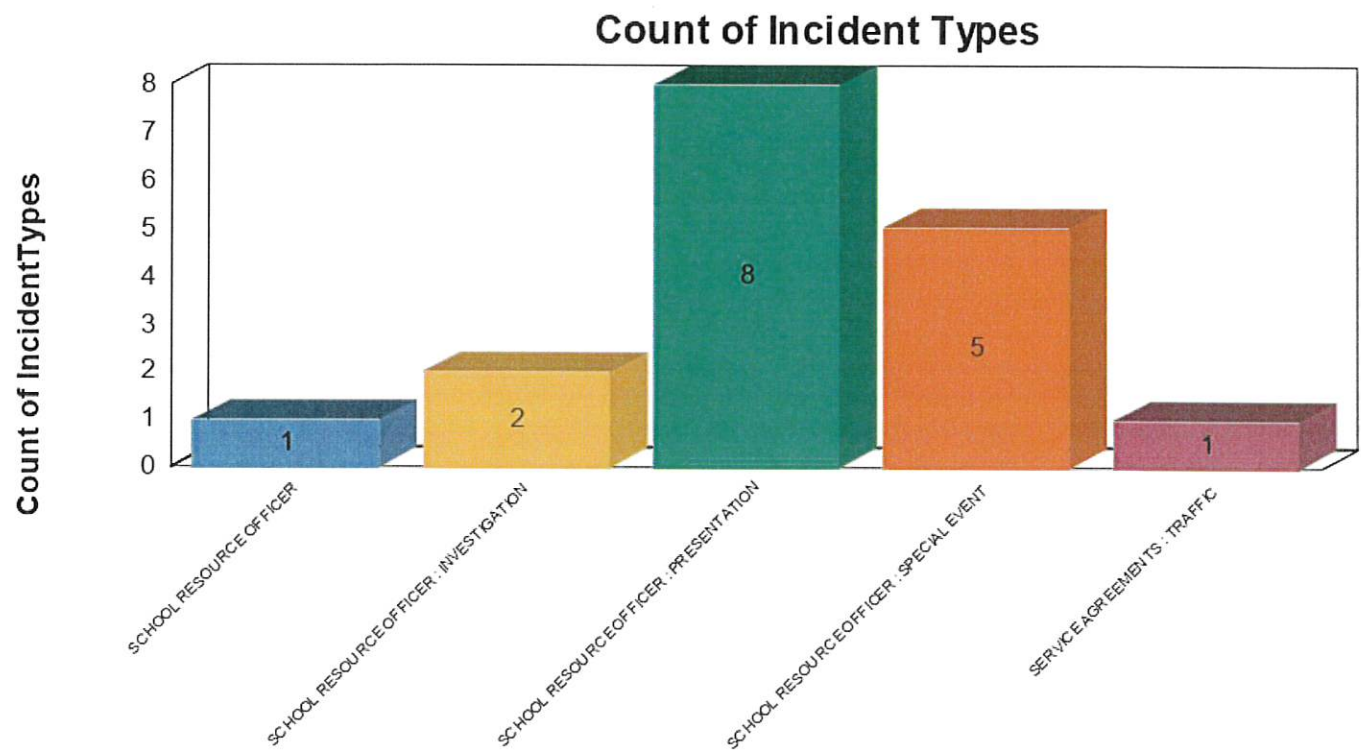
During the fourth quarter, officers continued providing enforcement and patrols under the Peace Officer Service Agreement. Contracted hours for 2024 were amended to 198 hours at the request of the Town, with the 2025 agreement set at 132 hours—50% of the previous contract. Officers conducted routine patrols, including sidewalk enforcement in December, with a high rate of compliance. Traffic enforcement efforts resulted in six warnings for unregistered vehicles on roadways, one warning for an unattached trailer in violation of the Eckville Traffic Bylaw, and three warnings for failing to stop at stop signs. Additionally, one driver was charged for operating without a valid driver's license, and another was ticketed for speeding within town limits.

Although the School Resource Officer (SRO) program is not part of the contracted service agreement, one officer is assigned to this role and remains actively engaged with the local schools. The SRO delivered multiple presentations to students and staff, attended the community's Remembrance Day Ceremony, and assisted the school in addressing concerns regarding a suspicious male in the area. The program continues to foster positive relationships with students and staff while supporting school safety initiatives. Through a combination of enforcement, education, and engagement, officers remain dedicated to ensuring a safe and vibrant community in Eckville.

Throughout 2024, CPO's dealt with a total of 19 incidents in the Town

52 Tickets were issued and 90 written warnings were issued





HIGHLIGHTS OF THE REGULAR COUNCIL MEETING FEBRUARY 27, 2025

COMMITTEE OF THE WHOLE MEETING NOTES

The following recommendations from the Committee of the Whole meeting held on February 4, 2025 received the approval of Council:

- That the Lacombe County Social Media presentation be received for information.
- That the Industrial Lot Inventory and Future Industrial Development presentation be received for information.
- That the Advertising Bylaw presentation be received for information; and further, that the County Manager be directed to draft an Advertising Bylaw for Council's consideration at a future meeting.
- That the Dust Control Program presentation be received for information.
- That the Tracking Dirt onto Roads discussion be received for information.
- That the Mature Asset Strategy discussion be received for information.
- That the Sandy Point Development presentation be received for information.
- That the Watering Wagon for Shelterbelt Planting discussion be received for information.
- That the Meeting with the Rural Municipalities of Alberta discussion be received for information.
- That the Purchase of U.S. Goods, Services, and Supplies discussion be received for information.

POLICY RC(9) COUNTY SUPPORT OF COMMUNITY PROGRAMS, EVENTS & ACTIVITIES UPDATE

Council approved the following 2025 RC(9) funding applications:

All Applications Lacombe County RC(9) Grant Program - 2025			
Community	Applicant	Event	Approved Amount
Alix	Alix Mirror Wellness Supports Society	Family Day/Easter /Mother's Day	\$ 1,222.00
Bentley	Bentley & District Ag Society	Bentley Fair and Rodeo	\$ 1,222.00
Blackfalds	Town of Blackfalds	Blackfalds Day	\$ 8,561.00
Clive	Village of Clive	Clive Funfest	\$ 1,222.00
Eckville	Town of Eckville	Eckville Canada Day	\$ 1,222.00
Lacombe	Lacombe Performing Arts Centre Foundation	Music in the Park	\$ 1,500.00
Lacombe	City of Lacombe Arts Endowment Fund	Creation Station	\$ 2,000.00
Lacombe	Lacombe Days Association	Lacombe Days	\$ 8,948.00
Lacombe	Lacombe Museum	Summer Student Salaries	\$ -
Lacombe County	Friends of Mirror Library Society	May Long Children's activities	\$ 660.00
Lacombe County	Mirror Jolly Senior Social Club	Seniors Week Family Bingo,	
Lacombe County	Mirror Recreation Society	Labour Day BBQ	\$ 725.00
Lacombe County	Mirror Recreation Society	Easter/Spring Celebration	\$ 600.00
Lacombe County	Mirror Recreation Society	Children's Halloween Party & Haunted House	\$ 600.00
Lacombe County	Mirror Recreation Society	Christmas Celebration (Santa	\$ 600.00
Lacombe County	Mirror Association for Ball Diamonds, Campgro	Canada Day, Fire and Ice	\$ 1,500.00
Lacombe County	Tees Agricultural Society	Spring Chili Cook-off and Bingo	\$ 500.00
Lacombe County	Tees Agricultural Society	Christmas Concert and Carol Festival	\$ 500.00
Lacombe County	Birch Bay Community Association	Family Day, July 1st fireworks, Beach Day BBQ	\$ 1,474.00
Lacombe County	Wilson Beach Estates	Christmas Parade	\$ 750.00
Lacombe County	Ellis Bird Farm	Canada Day, Blue Bird Festival, Bug Jamboree	\$ 1,500.00
SV of Birchcliff	SV of Birchcliff	Summer Celebration	\$ 611.00
SV of Gull Lake	Gull Lake Community League	Family Day, Canada Day , Christmas Pot Luck	\$ 611.00
SV of Sunbreaker Cove	SV of Sunbreaker Cove	Sunbreaker Cove Regatta	\$ 611.00
SV of Half Moon Bay	SV of Half Moon Bay	July 1st Canada Day	\$ 611.00
			\$ 37,750.00



SUCCESS GROWS HERE!

2024 TAX SALE (PUBLIC AUCTION) FOLLOW UP

On November 1, 2024, the County held its annual tax sale via public auction in accordance with section 418 of the Municipal Government Act. This auction included four properties with outstanding property taxes for more than two years. Two of the subject properties are located in Mirror, one in Rosedale Valley and one south of Blackfalds. No bids were received at the auction for any of the properties.

By resolution of Council, Lacombe County will acquire title to the following properties and offer them for sale in accordance with the Municipal Government Act:

- Lot 25, Block 3, Plan 7159AI
- Lot 25, Block 4, Plan 7159AI
- NW Quarter Section 17, Township 39, Range 26, West of the 4th Meridian
- OT (road allowance) portion, Section 36, Township 40, Range 27, West of the 4th Meridian

LACOMBE DISC GOLF ASSOCIATION RC(1) ROSEDALE VALLEY DISC GOLF COURSE FUNDING REQUEST

Council approved \$9,000 in funding for the Lacombe Disc Golf Association's Rosedale Valley Disc Golf Course project. The funding will come from the County's Recreation Capital Assistance Reserve.

OPERATIONS POLICY REVIEW

Council approved the revised OP(1) Road Designations and Standards policy as presented and the revised OP(6) Dust Control policy.

AVILA ENERGY – 2024 PROPERTY TAX PAYMENT PLAN REQUEST - UPDATED

A motion that Lacombe County approve the payment plan proposed by Avila Energy for its tax account with payments paid over a thirty-six period starting June 1st, 2025, as outlined in its February 25, 2025 proposal, did not receive Council approval.

LACOMBE PERFORMING ARTS CENTRE 2024 REPORT

Council received a presentation on the 2024 Report for the Lacombe Performing Arts Centre and directed the County Manager to prepare a report and recommendation for consideration at a future Council meeting.

FRIENDS OF LANDOWNERS ASSOCIATION

Council received a presentation from the Friends of Landowners Association.

MUNICIPAL ELECTION BYLAW

Council approved first, second, and third readings to Bylaw No. 1431/25, a bylaw governing municipal elections in Lacombe County.



SUCCESS GROWS HERE!

Next Regular Council Meeting is
March 13, 2025 – 9:00 a.m.

Next Committee of the Whole Meeting is
April 1, 2025 – 9:00 a.m.

Lacombe County Administration Building

****For more details from Lacombe County Council meetings, please refer to the meeting minutes. All meeting minutes are posted on the website (www.lacombecounty.com) after approval.**

APPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD NOVEMBER 20, 2024

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairman Grant Creasey at 2:22 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday November 20, 2024.

Present

Commission Members:

Present:

Village of Alix	Barb Gilliat
Town of Bentley	Dale Grimsdale
Lacombe County	Dana Kreil
	Ken Weenink
City of Lacombe	Grant Creasey
	Don Gullekson
Town of Eckville	Dwayne Meyers
Village of Clive	Sarah Fahey

Others:

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary

Welcome

Chairman Creasey welcomed the Commission Board to the sixth LRWSC board meeting of 2024.

RWS/55/24 Agenda

Mr. Creasey asked the Board if there were any additions to the agenda.

Moved by Ms. Fahey to approve the agenda as presented.

Carried Unanimously.

RWS/56/24 Minutes

Moved by Ms. Gilliat that the minutes of October 16, 2024 Budget Meeting be approved as presented.

Carried Unanimously.

RWS/57/24 Waste Haul Summaries

Administration reviewed the Waste Haul summaries for the month of October 2024. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals and how they compared to prior years and mentioned that the numbers compared to prior years were down.

Moved by Ms. Gilliat that the Waste Haul Summary for the month of October 2024 be received as information by the Commission.

Carried Unanimously.

RWS/58/24 Accounts Paid YTD Budget Comparative List Acct. Payable Cheque Listing

Administration reported on the following with the Commission:

- Year to Date Budget Report October 31, 2024.
- Accounts Payable Cheque Listing from October 1 – October 31, 2024.

Moved by Mr. Grimsdale that the YTD Budget Comparative to October 31, 2024 be received as information by the Commission.

Carried Unanimously.

Moved by Mr. Weenink that the Accounts Payable Cheque Listing from October 1- October 31, 2024 be received as information by the Commission.

Carried Unanimously.

**RWS/59/24
Policy WS(2)
Disposal Fees
Update**

Mr. Hohn requested that the Commission Board approve some fee updates on Schedule A of LRWSC WS(2) Disposal Fees and Procedures for Accepting Dry Rubble/Wood and White Goods. He felt the policy needed to be updated to support clean up and surcharge fees applied to incoming waste.

ANALYSIS:

SCHEDULE A

1. Disposal Fees for Dry Rubble/Wood

(Per tonne disposal fee for materials going into the dry rubble/wood site:

- Up to 499 kg net weight – \$0 for Residential (\$25.00 min for Commercial)
- Between 500 kg and 1000 kg net weight - \$45.00
- Over 1000 kg net weight - \$45.00 per tonne
- Unsorted load – minimum \$100.00
 - Unsorted load refers to a mixed load that should be unloaded at different locations, but is all unloaded in one spot. An example would be a mixed load of metal and wood is all unloaded into the metal bin.
- Material that is difficult to handle and/or landfill:
 - Difficult material to handle and/or landfill can include, but is not limited to the following:
 - ♦ Filter cloth, thick poly, or silage wrap in large rolls that need to be unraveled to compact in Landfill (Minimum \$100.00/load).
 - ♦ Trees greater than 24" in diameter and longer than 8' lengths (Minimum \$100.00/load).
 - ♦ Plastic barrels not cut in half (\$20.00 each).
- Waste not accepted that is illegally dropped off – Minimum \$500.00, and waste must be removed by contractor/hauler at their expense.
 - ♦ Commercial Hazardous Waste
 - ♦ Non acceptable waste (e.g. asbestos, carcasses, liquid waste, explosives)
 - ♦ Waste that is burning, or likely to cause a fire
 - ♦ Radio-active materials (pipeline smart pigs)

Vehicles owned by LRWSC members are exempt from dry rubble disposal fees. Member municipalities may arrange to use contracted vehicles provided the Manager of LRWSC is notified two (2) working days prior to the haul.

2. Disposal Fees for White Goods

(fridges, freezers, coolers, washers, dryers, dishwashers, hot water tanks, etc.):

- White goods without refrigerant & water coolers - \$10.00 per unit
- White goods containing refrigerant - \$40.00 per unit

All white goods will be directed to the Prentiss Transfer/Landfill Site from other LRWSC transfer sites. White goods are also accepted at the Eckville Transfer Station with an appropriate sticker obtained

from the Town of Eckville office. The Town of Eckville Office will collect the fees for the stickers, and LRWSC will invoice the Town of Eckville the appropriate amount when the white goods are transferred to the Prentiss Site.

3. Disposal Fees for Asphalt Shingles

- Clean load - Up to 499 kg net weight – \$ 40.00
 - between 500 kg net weight and 1000 kg net weight - \$75.00
 - 1,000 kg net weight and over - \$75.00 per tonne
- Contaminated load, **first offence** (hauler given a warning) - \$200 per tonne
- Contaminated load, **second offence** (hauler warned again) - \$300 per tonne
- Contaminated load, **third offence** (hauler banned from delivering shingles) \$400 per tonne.

Moved by Ms. Kreil that the Commission Board approve the changes to Schedule A of WS(2) Disposal Fees and Procedures for Accepting Dry Rubble/Wood and White Goods policy as presented.

Carried Unanimously.

RWS/60/24 Managers Report

Mr. Hohn reported on the following Manager's Report to October 31, 2024. The highlights are as follows:

- Staff Update – Mr. Hohn has hired a 0.6 position to start November 25th at Prentiss. The new staff will work Thursday to Saturday and we have re-assigned another staff member to the Alix/Mirror transfer site.
- The track pads have been replaced on the track loader at a cost of \$16,080.40
- Eckville transfer site – the cameras that were on site have been stolen and it has been decided that they will not be replaced. The internet has been cancelled at the site for the time being.
- All the metal and wire was processed the last week of October. Final weights should be around 200MT at \$110.00/MT.
- Eckville's HHW round up was completed October 19th, 2024, and we collected 500L of used oil, three bins of pain, and one bin of HHW.
- Mr. Hohn reported that he had met with Mr. Ramsden and Mr. Webb from the Town of Eckville on November 19, 2024. Mr. Hohn met with them to review a pilot project that had taken place initiated by the commercial carrier that is contracted to pick up Commercial Waste from the Town of Eckville. The commercial businesses within the Town of Eckville all have dumpsters, and this has led to the public dumping all types of materials into the dumpsters located around town. When the commercial hauler would empty their truck at the Eckville transfer station, the compactors would often get plugged due to the size or type of the material and this would lead to delays for the driver as we would have to contract an excavator from a local company to come clear the compactor before continuing to empty the truck. Mr. Hohn contacted the contractor to discuss possible options to benefit all parties and the contractor recommended that he haul the waste to the Prentiss landfill. The commercial hauler indicated that he also had additional customers along the way to fill the truck completely and Prentiss is equipped with 2 compactors and the necessary equipment needed if a plug off were to occur. This hauler has been bringing their loads to Prentiss for some time now and would like to continue to do so as it saves both the hauler and Commission money hauling and processing these loads.

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Mr. Hohn assured Mr. Ramsden and Mr. Webb that these changes to the destination of the loads would not affect the Town of Eckville's service or rates, and he readily answered any questions that they had.

Moved by Mr. Meyers that the Managers Report be received as information by the Commission.

Carried Unanimously.

***RWS/61/24
2025 Regular Board
Meeting Schedule***

The 2025 meetings for the Commission will be held at the Prentiss Transfer Site – Administration Building; 40123 Rge Rd 260 (jct of Hwy 12 & Prentiss Road (Rge Rd 26-0) south 4 kms. Wednesdays to commence at 1:15 p.m.

- February 19, 2025
- April 23, 2025 (2024 Audit)
- June 18, 2025
- August 20, 2025
- October 15, 2025 (2026 Budget Meeting)
- November 26, 2025 (Organizational Meeting)

Moved by Mr. Gullekson that the Commission Board accepts the 2025 Commission Board Meeting dates as presented.

Carried Unanimously.

Next Meeting

The next regular meeting of the Commission will be held February 19, 2025, at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

***RWS/62/24
Adjourn***

Moved by Ms. Gilliat that the meeting adjourns.

Time: 3:02 p.m.

Carried Unanimously.

Chairperson

Manager

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The Organizational Meeting of the Lacombe Regional Waste Services Commission was called to order by Chairman, Grant Creasey at 1:12 p.m. at the Lacombe Regional Waste Services Commission Administration Office on Wednesday, November 20, 2024.

Present

Commission Members:

Present:

Town of Bentley	Dale Grimsdale
Village of Clive	Sarah Fahey
City of Lacombe	Grant Creasey
	Don Gullekson
Village of Alix	Barb Gilliat
Lacombe County	Dana Kreil
	Ken Weenink
Town of Eckville	Dwayne Meyers

Others:

Jay Hohn	LRWSC Manager
Alissa Lundie	Recording Secretary

Sustane

Peter Vinall did a follow up presentation to the Commission Board to update them on the current operations of the Sustane facility in Chester, Nova Scotia and the proposed facility in the County of Wetaskiwin.

He reviewed how their current systems were working and the materials produced once the MSW has been processed. They are going through the approval processes and narrowing down a site in the County of Wetaskiwin that will suit their needs.

2:16 p.m.

**RWS/50/24
Agenda**

Moved by Mr. Gullekson to approve the agenda as presented.

Carried Unanimously.

**RWS/51/24
Chairperson**

Mr. Hohn called for nominations for Chairperson.

Mr. Gullekson nominated Mr. Creasey.

Mr. Hohn asked for a second call and then a third call.

Moved by Ms. Gilliat that nominations cease.

Carried Unanimously.

Mr. Creasey was declared Chairman of the Lacombe Regional Waste Services Commission Board and assumed the Chair.

**RWS/52/24
Vice-Chairperson**

Mr. Creasey called for nominations for Vice-Chairperson.

Ms. Fahey nominated Ms. Kreil

Mr. Creasey asked for a second call and then a third call.

Moved by Mr. Creasey that nominations for Vice-Chair cease.

Carried Unanimously.

Ms. Kreil was declared Vice-Chairperson of the Lacombe Regional Waste Services Commission Board and assumed the Chair.

**RWS/53/24
Executive
Committee**

Mr. Creasey called for nominations for Executive Committee Member.

Ms. Kreil nominated Ms. Gilliat

Mr. Creasey asked for a second call and then a third call.

***Moved by Mr. Creasey that nominations cease.
Carried Unanimously.***

Ms. Gilliat was declared Executive Committee member in accordance with bylaw, other members of the Executive Committee are Chair and Vice-Chairperson.

**RWS/54/24
Adjourn**

Moved by Mr. Weenink that the meeting adjourns.

Time: 2:22 pm

Carried Unanimously.

Chairperson

Manager