

TOWN OF ECKVILLE-COUNCIL AGENDA

Monday, March 24, 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 March 10, 2025 pg. 1-3 |
| 5. ACTION ITEMS | 5.1 | RFD-Assessment Services Contract pg. 4-6 |
| | 5.2 | RFD-Cyle Playfair Memorial Bull Riding Saddle pg.7-8 |
| | 5.3 | Round-About-Discussion |
| 6. BYLAWS, POLICIES | 6.1 | None |
| 7. REPORTS | 7.1 | Management Report – March 24, 2025 pg. 9-10 |
| | 7.2 | Financial Report-AP March 11-13, 2025 pg. 11-15 |
| | 7.3 | Animal Control Services pg. 16 |
| 8. COMMITTEE, BOARD REPORTS | 8.1 | |
| 9. CORRESPONDENCE, INFORMATION | 9.1 | Province of Alberta Grant Application letter pg. 17 |
| 10. CONSENT AGENDA | 10.1 | A. Eckville Municipal Library Board Meeting Minutes pg.18-25
B. Highlights of Lacombe County Council Meeting pg. 26-27 |
| 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

Monday, March 10, 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 6:02 p.m.

Present: Mayor Ebdon
Councillor Engen
Councillor Meyers
Councillor Pacholek
Councillor See (joined by electronic means)
Councillor Thoreson

Absent: Councillor Palm-Fraser
CAO Jack Ramsden

Staff: Deputy CAO Darcy Webb

Press: None Present

Gallery: None

2. Delegations/Public Hearings

- 2.1 None

3. Agenda

- 3.1 Additional Agenda Items
5.3 Hanging Flower Baskets
3.2 Adoption of Agenda

Res. 060.2025

Moved by Councillor Meyers that the agenda be adopted with the addition of 5.3 Hanging Baskets.
Carried Unanimously.

4. Minutes

- 4.1 Regular Council Meeting Minutes – February 24th, 2025

Res. 061.2025

Moved by Councillor Pacholek that the minutes of the February 24th, 2025 Council Meeting be approved as presented. **Carried Unanimously.**

5. Action Items

- 5.1 RFD- Purchase of Loader Mounted Sweeper.

Res. 062.2025

Moved by Councillor Engen 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.
Carried Unanimously.

- Res. 063.2025** Moved by Councillor Meyers that administration be authorized to sell the existing S2 sweeper and 2015 Isuzu NRR chassis that it is mounted on. **Carried Unanimously.**
- 5.2 Shredding Event for 2025. Date & Time
- Res. 064.2025** Moved by Councillor Thoreson that the Town of Eckville hold a shredding event on April 26th, the same day as the Municipal Breakfast. **Carried Unanimously.**
- 5.3 Hanging Flower Baskets
- Res. 065.2025** Moved by Councillor Pacholek that the Town of Eckville purchase ten hanging baskets with red flowers. **Carried Unanimously.**
- 6. Bylaws, Policies** 6.1 Bylaw #801-25 Councillor Procedure Bylaw
- Res. 066.2025** Moved by Councillor Pacholek that Bylaw #801-25 be given second reading. **Carried Unanimously.**
- Res. 067.2025** Moved by Councillor Meyers that Bylaw #801-25 be given third and final reading.
- Councillor See joined the meeting at 6:28pm
- 7. Reports** 7.1 Management Report – March 10, 2025
- Res. 068.2025** Moved by Councillor See that the Management Report for March 10th, 2025, be accepted for information. **Carried Unanimously.**
- 7.2 Financial Report – AP February 27 – March 4, 2025.
- Res. 069.2025** Moved by Councillor Pacholek that the Financial Report be accepted for information. **Carried Unanimously.**
- 8. Committee & Board Reports** 8.1 Councillor Engen reported on Medicine River Watershed.
- 8.2 Mayor Ebdon reported on the spring Municipal Leaders Caucus.
- Res. 070.2025** Moved by Councillor See that the Committee and Board Reports be accepted for information. **Carried Unanimously.**
- Councillor See left the meeting at 7:02 pm.
- 9. Correspondence, Information Items** 9.1 Town of Eckville CPO services.
- Res. 071.2025** Moved by Councillor Meyers that the Correspondence and Information items be accepted as information. **Carried Unanimously.**
- 10. Consent Agenda** 10.1 A. Highlights of Lacombe Council Meeting Feb. 27, 2025.
B. LRWSC Approved Minutes November 20, 2024

Res. 072.2025 Moved by Councillor Engen that the Consent Agenda items be accepted as information. **Carried Unanimously.**

11. Seminars, Meetings, 11.1 None
Special Events

12. Closed Session 12.1 Section 21: Disclosure harmful to intergovernmental relations.

Res. 073.2025 Moved by Councillor Thoreson that the meeting move into closed session, excluding all persons except Council Members, and the Deputy CAO in order to discuss an item with respect to Section 21: Disclosure Harmful to Intergovernmental relations. Time 7:10p.m. **Carried Unanimously**

Res. 074.2025 Moved by Councilor Meyers that the meeting revert back to open session. Time 7:25 p.m. **Carried Unanimously.**

Mayor Ebdon called for a 5 minute recess. Time 7:26pm. The meeting reconvened at 7:31pm

13. Committee of the 13.1 None
Whole

14. Adjournment 14.1

Res. 075.2025 Mayor Ebdon adjourned the meeting. Time 7:32pm. **Carried Unanimously.**

Mayor

CAO

TOWN OF ECKVILLE

Request to Council for Decision

Meeting:	Town Council
Meeting Date:	March 24, 2025
Originated By:	Jack Ramsden, CAO/Darcy Webb, Deputy CAO
Title:	Assessment Services Contract

BACKGROUND:

The current contract with Wild Rose Assessment Services will be expiring on March 31, 2025 and they have submitted a proposal for the delivery of assessment services to the Town for the period of April 1, 2025 to March 31, 2030.

The current contract price is at \$16,276.00. This was comprised of a base amount plus a per parcel rate. Wild Rose Assessment Services has proposed a new five year contract with a locked in annual contract amount of \$16,276.00 for the first three years and a one hundred dollar annual increase in each of the following two year.

Year 1: \$16,276 plus GST
Year 2: \$16,276 plus GST
Year 3: \$16,276 plus GST
Year 4: \$16,376 plus GST
Year 5: \$16,476 plus GST

DISCUSSION/ALTERNATIVES:

IMPACT ON BUDGET: There would be no impact to the 2025 budget as we have budgeted to use the same rate. As noted in their letter, the rate would be known for the next five years which would help us with our budgeting process. Administration is recommending that we re-up for another five years with Wild Rose Assessment Services.

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

"That the Town of Eckville enter into a contract with Wild Rose Assessment Services Inc. for the provision of assessment services to the Town Eckville for a term commencing on April 1, 2025 and ending March 31, 2030 and further that the Mayor and CAO be authorized to sign said agreement."

Prepared By:  Approved By: _____



Serving Central Alberta since 1994
Property Tax Assessors committed to delivering quality service

B3, 37 Burnt Basin Street, Red Deer, AB T4P 0J4
Phone: 403-343-3357 Fax: 403-343-3299 Email: admin@wildroseassmt.com

March 5, 2025

Town of Eckville
Box 578
Eckville, AB
T0M 0X0

Attention: Jack Ramsden

Wild Rose Assessment Services Inc. wishes to submit this proposal for the continued delivery of assessment services to the Town of Eckville.

The proposal is for a five-year contract for the period April 1, 2025 to March 31, 2030. A long term contract gives both the municipality and our company continuity and stability.

Basic Assessment Services

- Assessment of new building construction, land subdivision and zoning changes
- Re-inspect, photograph and review properties
- Review annual sales for yearly market analysis
- Prepare assessment roll for municipality
- Report required data to asset
- Review obsolescence, market trends and tax shifts annually
- Attend to general ratepayer concerns

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Cost of assessment services as described:

Current Contract Price:	\$16,276.00
Year 1 April 1, 2025 to March 31, 2026	\$16,276.00
Year 2 April 1, 2026 to March 31, 2027	\$16,276.00
Year 3 April 1, 2027 to March 31, 2028	\$16,276.00
Year 4 April 1, 2028 to March 31, 2029	\$16,376.00
Year 5 April 1, 2029 to March 31, 2030	\$16,476.00

Wild Rose Assessment Services Inc. appreciates your business and wishes to continue providing the Town of Eckville with your assessment needs.

We thank you for your past support and valued business and the opportunity to provide your assessment needs in a professional manner.

If you have any concerns or questions, please feel free to contact me at your convenience.

Yours Truly,



Kevin Bohlken, A.M.A.A.

Mtg. Date March 25, 2024

Agenda Item 5.2

TOWN OF ECKVILLE

Request to Council for Decision

Meeting:	Town Council
Meeting Date:	March 24, 2025
Originated By:	Jack Ramsden, CAO
Title:	Sponsorship of Central Alberta Rodeo Association's Cyle Playfair Memorial Bull Riding Saddle

BACKGROUND: Please find attached correspondence from the Central Alberta Rodeo Association requesting the Town of Eckville's sponsorship for the "Cyle Playfair Memorial Bull Riding Saddle" which is one of the association's final prizes.


DISCUSSION/ALTERNATIVES: The Town of Eckville has been sponsoring the Bull Riding Saddle for a good number of years. Shortly after Cyle Playfair passed away, the Bull Riding Final Prize Saddle Final Award was renamed the "Cyle Playfair Memorial Bull Riding Saddle Award." As in the past, the Town of Eckville continued to sponsor this Bull Riding Award. The past number of years the ask has been for \$1,500.

The request for 2025 is \$1,600.00.

IMPACT ON BUDGET: This donation has been in our previous budgets and should not pose any increase to our 2025 Budget.

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

"That The Town of Eckville sponsor the Central Alberta Rodeo Association's "Cyle Playfair Bull Riding Saddle Award" again in 2025 at a cost of \$1,600.00."

Prepared By:  Approved By: _____

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**CENTRAL ALBERTA RODEO ASSOCIATION
C/O APRIL DE HEER
BOX 268, ECKVILLE, AB ToM oXo 403-348-1238**

Town of Eckville
Box 578
Eckville, AB
ToM oXo

February 11, 2025

Dear Mayor Ebdon,

Thank you so much for your past support of the Central Alberta Rodeo Association.

Last year you sponsored the Cyle Playfair Saddle for the Season Leader Award in the Bull Riding event. This sponsorship was in the amount of \$1500 and the Saddle was awarded to Nevada L'Hronelle at our year end banquet following the Saturday Performance of our finals at the Rimbey Agrium Center.

I am writing to ask if you would be interested in once again sponsoring the same prize for the 2025 season. Due to rising costs the saddle sponsorship is now \$1600. If you are interested, please either email me at caratreasurer2022@gmail.com, call or text me at 403-348-1238 and I will get all of your sponsorship information to you shortly.

Thank you again for supporting our western heritage and the Central Alberta Rodeo Association.

Sincerely,



April de Heer
CARA Sponsorship Director

**MANAGEMENT REPORT
TO ECKVILLE TOWN COUNCIL**

March 24, 2025

Mtg. Date March 24, 2025

Agenda Item 7.1

Current Activities:

- **Proposed Industrial Subdivision on 57 Avenue** – On March 19th the Town hosted a meeting with Greg Smith (Tagish Engineering), Manjinder Dhillon (Eckville Estates Mobile Home Park), and representatives from BTG. Discussion centered around the active gas line the runs through the proposed development area and the need to move it to an area within the development that wouldn't directly impact the new industrial lots. Once this is resolved Manjinder will be able to apply for subdivision approval. Administration will have more to share on this topic at one of the regular council meetings in April.
- **Lot Sales:** The couple that had been dealing with our CAO on a lot in Westview was in and asked for more detail on the lot they had picked out. They have put a deposit down on a new unit to move into Eckville. Their plan would be to have the lot purchased and new manufactured home delivered this spring. At the time of this writing I've had a couple of further conversations with the individual who was interested in a lot in McDonald Heights.

- **Public Works Highlights:**

- **East and West Sewer Lift Stations:** We are still waiting on a new control box for the East Lift Station.

We are still experiencing some priming issues with one of our pumps and have arranged 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. They are scheduled to be here on the 24th of March.

The Town will be doing select flushing and camera work on select sewer mains in Town this spring. Public works is in the process of obtaining a number of quotes.

The new pick-up sweeper has been ordered. We expect it to arrive in about four weeks. We were advised that because of tariff issues the price of the unit has gone up, however, NORS (Strongco) has honored the quote we were given for \$42k.

One of our public works staff is preparing and has applied to write one of his disciplines Level 1 in April.

- **Active Well Site West of Town Shop:** (see comments in Proposed Industrial Subdivision on 57 Avenue).

Solar Lights on the Trails: As mentioned in the March 10th report, CAP solar was out and tested the batteries on our lights located at the dog park, on the trail and parking lot across from the Co-op. The two lights flickering that are located at the dog park and across from the Co-op were

Management Report –February 24, 2025

thought to have battery issues rather than light issues. Interestingly, the other batteries tested o.k. They are suggesting further testing before recommending a full replacement of batteries. We should have more details on their recommended approach for Monday's meeting.


Future / Planned Activities:

- **2024 Financial Audit:** We had our Audit Committee meeting on March 18th. As mentioned previously, the field work has begun and we still expect to have statements presented on April 28th.

Parking Lot:

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

Jack Ramsden, CAO



Darcy Webb, Deputy CAO

System: 2025-03-11 8:55:19 AM
User Date: 2025-03-11

Town Of Eckville
COMPUTER CHEQUE REGISTER
Payables Management

Page: 1
User ID: kristina

Batch ID: CHEQUES 2025/03
Batch Comment: AP Cheques

Audit Trail Code: PMCHQ00000924
Posting Date: 2025-03-11

Chequebook ID: ATB - GEN

Mtg. Date March 24, 2025

* Voided Cheques

Agenda Item 7.2

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
028315	2025-03-11	00000000000024333	241001	241577 Alberta Ltd.	\$271.01
028316	2025-03-11	00000000000024334	ANI001	327241 Alberta Ltd.	\$1,606.50
028317	2025-03-11	00000000000024335	ATB001	ATB Financial Mastercard	\$3,513.17
028318	2025-03-11	00000000000024336	CEI001	CEI Control Services Ltd.	\$6,879.45
028319	2025-03-11	00000000000024337	CEN04	Central Labs	\$702.03
028320	2025-03-11	00000000000024338	ECK001	Eckville Machining & Welding (\$654.72
028321	2025-03-11	00000000000024339	ECK0024	Eckville Childrens Playgroup	\$1,500.00
028322	2025-03-11	00000000000024340	ECK01	Eckville Recreation Board	\$3,000.00
028323	2025-03-11	00000000000024341	ECK014	Eckville Figure Skating Club	\$1,500.00
028324	2025-03-11	00000000000024342	ECK22	Eckville Historical Society	\$1,500.00
028325	2025-03-11	00000000000024343	FLO01	Flowpoint Environmental System	\$110.31
028326	2025-03-11	00000000000024344	LIT002	Little Jon's Portable Toilet S	\$357.00
028327	2025-03-11	00000000000024345	MES001	Messer Canada INC.	\$49.66
028328	2025-03-11	00000000000024346	RAV001	Raven Printing LTD.	\$1,266.40
028329	2025-03-11	00000000000024347	REC	Receiver General	\$197.70
028330	2025-03-11	00000000000024348	RMR001	Reynolds Mirth Richards & Farm	\$58.28
028331	2025-03-11	00000000000024349	TOW011	Town of Blackfalds	\$6,050.00
028332	2025-03-11	00000000000024350	TWO001	Two H Group	\$360.00
028333	2025-03-11	00000000000024351	AUM002	AMSC Insurance Services Ltd.	\$12,144.37
028334	2025-03-11	00000000000024352	ECK023	Eckville Municipal Library	\$1,500.00

Total Cheques: 20

Cheques Total: \$43,220.60

System: 2025-03-11 2:51:09 PM
User Date: 2025-03-11

Town Of Eckville
CHEQUEBOOK POSTING JOURNAL
Payables Management

Page: 1
User ID: kristina

Audit Trail Code: PMCHQ00000925
* Voided transactions

EFT

Chequebook ID	Type	Number	Date	Amount
Paid To/Rcvd From		Description		
ATB - GEN	Cheque	EFT000000000203	2025-03-11	\$167.38
Canoe				
ATB - GEN	Cheque	EFT000000000204	2025-03-11	\$7,700.76
Archon IT Services Ltd.				
ATB - GEN	Cheque	EFT000000000205	2025-03-11	\$7,680.76
Empringham Disposal Corp.				
ATB - GEN	Cheque	EFT000000000206	2025-03-11	\$52.50
Everything H2O				
ATB - GEN	Cheque	EFT000000000207	2025-03-11	\$60,680.00
Government of Alberta				
ATB - GEN	Cheque	EFT000000000208	2025-03-11	\$1,627.50
Hellbound Services Corp				
ATB - GEN	Cheque	EFT000000000209	2025-03-11	\$22,608.62
Lacombe County				
ATB - GEN	Cheque	EFT000000000210	2025-03-11	\$367.50
Missing Link Internet Inc.				
ATB - GEN	Cheque	EFT000000000211	2025-03-11	\$1,424.15
Wild Rose Assessment Services				
Total Transactions:				9

All VOIDED

12

Audit Trail Code: PMCHQ00000925
* Voided transactions

EFT

Chequebook ID	Type	Number	Date	Amount
Paid To/Rcvd From		Description		
ATB - GEN	Cheque	EFT000000000203	2025-03-11	\$167.38
Canoe				
ATB - GEN	Cheque	EFT000000000204	2025-03-11	\$7,700.76
Archon IT Services Ltd.				
ATB - GEN	Cheque	EFT000000000205	2025-03-11	\$7,680.76
Empringham Disposal Corp.				
ATB - GEN	Cheque	EFT000000000206	2025-03-11	\$52.50
Everything H2O				
ATB - GEN	Cheque	EFT000000000207	2025-03-11	\$60,680.00
Government of Alberta				
ATB - GEN	Cheque	EFT000000000208	2025-03-11	\$1,627.50
Hellbound Services Corp				
ATB - GEN	Cheque	EFT000000000209	2025-03-11	\$22,608.62
Lacombe County				
ATB - GEN	Cheque	EFT000000000210	2025-03-11	\$367.50
Missing Link Internet Inc.				
ATB - GEN	Cheque	EFT000000000211	2025-03-11	\$1,424.15
Wild Rose Assessment Services				
Total Transactions:		9		

System: 2025-03-13 10:38:24 AM
User Date: 2025-03-13

Town Of Eckville
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 1
User ID: Heather

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	2025-03-13
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Date

EFT

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
EFT000000000212	AAM001	Canoe	2025-03-13	ATB - GEN	PMCHQ00000926	\$167.38
EFT000000000213	ARC003	Archon IT Services Ltd.	2025-03-13	ATB - GEN	PMCHQ00000926	\$7,700.76
EFT000000000214	EMP001	Empringham Disposal Corp.	2025-03-13	ATB - GEN	PMCHQ00000926	\$7,680.76
EFT000000000215	EVE003	Everything H2O	2025-03-13	ATB - GEN	PMCHQ00000926	\$52.50
EFT000000000216	GOV03	Government of Alberta	2025-03-13	ATB - GEN	PMCHQ00000926	\$60,680.00
EFT000000000217	HEL002	Hellbound Services Corp	2025-03-13	ATB - GEN	PMCHQ00000927	\$1,627.50
EFT000000000218	LAC001	Lacombe County	2025-03-13	ATB - GEN	PMCHQ00000927	\$22,608.62
EFT000000000219	MIS001	Missing Link Internet Inc.	2025-03-13	ATB - GEN	PMCHQ00000927	\$367.50
EFT000000000220	WIL001	Wild Rose Assessment Services	2025-03-13	ATB - GEN	PMCHQ00000927	\$1,424.15
Total Cheques:	9				Total Amount of Cheques:	\$102,309.17

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Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	2025-03-13
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Date

* Voided Cheques

EFT

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
EFT000000000212	AAM001	Canoe	2025-03-13	ATB - GEN	PMCHQ00000926	\$167.38
EFT000000000213	ARC003	Archon IT Services Ltd.	2025-03-13	ATB - GEN	PMCHQ00000926	\$7,700.76
EFT000000000214	EMP001	Empringham Disposal Corp.	2025-03-13	ATB - GEN	PMCHQ00000926	\$7,680.76
EFT000000000215	EVE003	Everything H2O	2025-03-13	ATB - GEN	PMCHQ00000926	\$52.50
EFT000000000216	GOV03	Government of Alberta	2025-03-13	ATB - GEN	PMCHQ00000926	\$60,680.00

Total Cheques:	5			Total Amount of Cheques:		\$76,281.40
=====						

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ANIMAL CONTROL SERVICES o/a 327241 Alberta Ltd
BILLING SUMMARY

Mtg. Date March 24, 2025

Agenda Item 7.3

MONTH OF SERVICE February 2025

MUNICIPALITY ECKVILLE

DATE	HOURS	TOTAL	COST	COMPLAINT	RTO	ADOPT	COST
1			0.00				
2			0.00				
3			0.00				
4	12-2	2	230.00				
5	11-1	2	230.00				
6			0.00				
7			0.00				
8			0.00				
9			0.00				
10			0.00				
11	11-1	2	230.00	1 Cat		X	150.00
12			0.00				
13			0.00				
14			0.00				
15			0.00				
16			0.00				
17			0.00				
18			0.00				
19			0.00				
20			0.00				
21	11-1	2	230.00				
22			0.00				
23			0.00				
24			0.00				
25	12-2	2	230.00				
26	2-4	2	230.00				
27			0.00				
28			0.00				
29			0.00				
30			0.00				
31			0.00				

PATROL COSTS	12	\$1,380.00
IMPOUND FEES		\$150.00
SUBTOTAL		\$1,530.00
GST		\$76.50
TOTAL		\$1,606.50



LEGISLATIVE ASSEMBLY
ALBERTA

Honourable Jason Nixon, MLA, ECA
Rimbey-Rocky Mountain House-Sundre

Mayor Colleen Ebdon
Town of Eckville

Dear Mayor Ebdon,

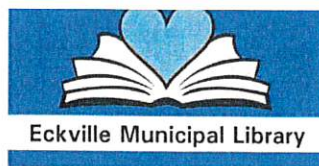
I write in congratulations to the Town of The Eckville on the recent approval of funding from the Municipal Sustainability Initiative Grant (MSI) in the amount of \$50,935.00 to upgrade the wastewater lift stations.

I know this funding is much anticipated and I would like to extend my thanks and congratulations to the Town Council and administration on their work in pursuing this grant to better serve the community. This funding will improve the safety and well-being of residents and visitors alike.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jason Nixon".

Hon. Jason Nixon, MLA, ECA
Rimbey-Rocky Mountain House-Sundre



Mtg. Date March 24, 2025
Agenda Item 10.1 A

**ECKVILLE MUNICIPAL LIBRARY
BOARD MEETING MINUTES**

DATE: February 12th, 2025, In person @ 1:30 pm

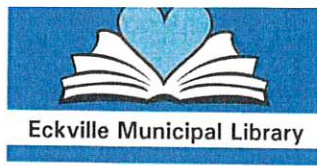
Attendees:	Colleen Ebdon, Deborah Gyori, Dana Kreil, Emy McDonell, Nicola McKinnon, Jaqueline Palm-Fraser, Natasha Resta, Reidun Staudinger Regrets- Lorianne Hoven
I. Call to order	Called to order by Colleen @ 1:31 pm.
II. Approval of Agenda: Additions and Deletions	Dana asked to add Coffee with a Cop as Item #6 on new business. Emy moved to approve the agenda with the addition. All in favor – motion carried
III. Approval of minutes	Dana moved to approve the minutes from January 8, 2025 with no changes. All in favor – motion carried.
IV. Library Association (Friends) Report	Submitted by Natasha Resta from Debbie Neal. Presented to the board. Nicola moved to accept the report. All in favor - motion carried See attached document.
V. Chairperson's Report	Nothing to report.
VI. Manager Report	Natasha presented the manager report to the board. See attachment below. Natasha added information about her meeting with FRN-FCSS in regards to their plans for end of summer event and TD summer reading collaboration. During Parklands visit they discussed the social media accounts and how to encourage engagement from patrons. This year the board will need to complete the new plan of service and now that policies are up to date, they only need to be reviewed every 2-3 years. Colleen moved to accept the report. All in favor - motion carried.
VII. Treasurers Report	Natasha presented all financial records to the board via email. Dana presented financial report.

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	<p>Dana moved to approve all reports.</p> <p>All in favor – motion carried.</p>
VIII. Old Business	<p>a. Annual Report</p> <p>Deborah moved to accept the annual report with no changes.</p> <p>All in favor – motion carried.</p> <p>b. Bylaws</p> <p>9.0.24 and 9.1 Borrowing Bylaws added.</p> <p>Jacquie moved to accept first reading.</p> <p>All in favor – motion carried.</p> <p>Emy moved to accept second reading.</p> <p>All in favor – motion carried.</p> <p>Dana moved to go to third reading.</p> <p>All in favor – motion carried.</p> <p>Nikki moved to accept third reading.</p> <p>All in favor – motion carried.</p>
I. New Business	<p>a. Financial Review</p> <p>Emy moved to have Garth Yeomans conduct the financial review for 2024.</p> <p>All in favor – motion carried.</p> <p>b. Books and Belly Rubs Waiver</p> <p>Deborah moved to accept Books and Belly Rubs Waiver.</p> <p>All in favor – motion carried.</p> <p>c. Rec Grant Application</p> <p>Nicola moved to accept the Rec Grant Application.</p> <p>All in favor - motion carried.</p> <p>d. Tin Roof Quote</p> <p>1 quote received from Co-Op for tin in the amount of \$601.20. Will ask Colin Pachulek for an installation quote,</p>

	<p>and get installation quotes from 2 others.</p> <p>Will get a quote from Home Depot for tin.</p> <p>Nicola moved to get the above quotes.</p> <p>All in favor – motion carried.</p> <p>e. Telus Security Update</p> <p>Telus has not been able to solve the security system problem. Natasha has asked for quotes for a new security system from Lock and Safe, and Ram Security.</p> <p>Jackie moved to accept Telus Security Update for information.</p> <p>All in favor – motion carried.</p> <p>f. Coffee with a Cop</p> <p>Dana presented Coffee with a Cop event on March 11, 2pm at Boxcar Grill, put on by Medicine River Crime Watch Society.</p> <p>Deborah moved to accept for information.</p> <p>All in favor – motion carried.</p>
IX. Policy Review	<p>Policy #20 - Staff Long Service Award</p> <p>Dana moved to accept current policy with no changes.</p> <p>All in favor – motion carried.</p> <p>Policy #1 - Conditions Under Which Library Resources Will Be Loaned</p> <p>Deborah moved to approve current policy with changes.</p> <p>All in favor – motion carried.</p> <p>Policy #2 – Policies on Lost and Overdue Books and Fines</p> <p>Removed the wording that a letter and invoice will be mailed after the fourth week.</p> <p>Jacque moved to approve policy with noted changes.</p> <p>All in favor – motion carried.</p> <p>Policy #4 – Use of Municipal Library Space</p> <p>Nicola moved to approve current policy with no changes.</p> <p>All in favor – motion carried.</p>
X. Next meeting date	March 12 @ 1:30pm

20 C




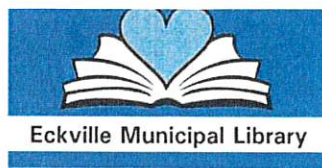
XI. Adjournment	Colleen moved to adjourn the meeting @ 2:31pm.
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Approval Date: March 12th, 2025

Signed: 

Signed by: Colleen Ebdon- Library Chair

21 



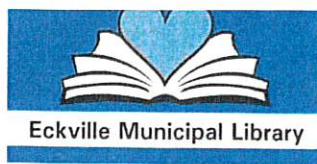
Eckville Municipal Library Association
(Funds of the Library)

President's Report to the Eckville Municipal Library Board

for February 12, 2025 @ 1:30pm
submitted by Debbie Neal, President.

- ①. on going book sale @ the Banks
For January is \$78.75.

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Manager Report
Date: February 12th, 2025

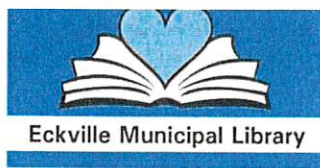
Updates:

- I have asked to be added to Co-op's 10% discount list. Co-op Agro has approved this. Still waiting to hear from grocery.
- WCB Annual Report- Was completed and submitted with Lynda on Feb 5th, 2025.
- Jessica and Paige will be visiting on Feb 6th from Parkland Regional and discussed our social media posts and advertising to help increase engagement from the community. Jessica likes to visit once a year in person to see how the library is doing and answer any questions we may have. I will have a better update at the meeting.
- Meeting with FRN and Jodi Osland in regards to summer programming on Feb 5th. We are hoping to collaborate with them both to allow as many opportunities for kids to attend programs and increase our attendance for all organizations - I will have a better update at the meeting.
- There will be no February Craft night. We put out a survey on Facebook and in person in January to get the community's input. Based off those we are looking into some new options for monthly events.
- Silent Auction Funds- The board approved using \$2500 towards new books for our junior collection. So far, I have ordered \$1777.91- That has added 148 new titles to the collection. We will still use the remaining funds but wanted to wait until mid-year when more new titles become available.
- I have not received a Mastercard statement yet. I called the number on the card Feb 4th and there is no balance owing. I checked in with Connect First in town and they said a statement will be mailed.

Program Updates

- XII. Our regular programming continues:
 - a. Tiny Readers Wednesdays from 10:30-11
 - b. After School Adventures from 3:45-4:45
 - c. Wind down Wednesdays- Every Wednesday from 3:45-4:45.
 - d. Manor Reading- Once a month.
 - e. PD Days Nov 1st: Games Day, Nov 8th: Movie Day, Nov 29th: Red Hot Science
 - f. Free coffee time- Fridays from 10-12
- XIII. Teen DND Night- Scheduled for Feb 13th and 27th. Our dragon master from the high school didn't show so we hired an adult (Nessa Forester) to run the program for \$20 a night. These funds will come out of programming funds donated by the friends of the library and the Rec Grant (If we are approved). We are hoping to host twice a month moving forward (Except Summer months) but we will see how February goes.
- XIV. Adult tea making was cancelled due to low registration.
- XV. Home Alone Course- January 31st, 2025 10-3 is fully booked with 12 kids attending.
- XVI. Babysitter course Feb 21st 9-5- Registration still open.

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Program Stats:

	January Sessions	January Participants
Tiny Reader	4	25
After School Adventures	4	39
PD Movie Day/Game Day	1	3
Wind Down Wednesday	4	21
Manor Reading	1	0- Canceled due to covid
Puzzle Exchange	1	1
Coffee break	5	8
Adult Craft Night	1	0- Canceled Low Registration
DND	1	3

Patron Stats:

	January
Patrons on computers	49
Number of computer sessions	92
Number of patrons coming in	569

Repairs:

XVII. None at this time.

Questions for the board:

- XVIII. June 19th, 2025- Can I please request to have this day off for the Grade 6 camp field trip? Nikki can work her regular 10-6 and Lyn can work a 1-7.
June 26th, 2025- Nikki will be taking in training at PRL for programming. We will be wrapping up our afterschool adventure program on the 19th for the school year so we won't have to cancel any regular programs. I will work 10-3. Lyn will work 3-7.
- XIX. Staff appreciation- After 1 year of employment Tasha and Lyn received a library sweater with logo from Bay 4 Promotions. As Nikki approaches her yearly review can I get approval to purchase her sweater.
- XX.

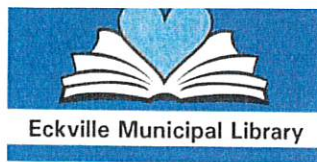
Treasurer Report:

- XXI. Mastercard Statements attached in emails
- XXII. Visa Statements attached in emails
- XXIII. Income Statement attached in emails
- XXIV. No changes to smaller gift visa's- Still waiting to use them up. \$9.81 remains

Old Business:

1. Annual Report- The report has been filled out based of data we collected over the year and stats that were provided by PRL in regards to collection and rotation. If the board approves the report, I will submit it to Municipal Affairs. This will complete the report portion of our operating grant application.

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Change made to number of public workstation sessions- Should be 860 not 1716. Hours open is 1523 not 1514. Updated report attached in email.

New Business:

- 1) Financial Review- I have contacted Garth in regards to our financial review. He will begin that at the end of February so it is completed with lots of time. The review is due June 15th with our operating grant application. Board motion needed for Garth to perform financial review; this will go to Town Council meeting on Feb 24th, 2025 for approval.
- 2) Books and Belly Rubs Waiver- Nikki created a waiver form which was reviewed by myself and our consultant Jessica and PRL. Some rewording and additions were made- attached in email for review and approval.
- 3) Rec Grant Application- Needs board approval- attached in emails.
- 4) Tin Roof Quote- We received the tin quote from Co-op. Would the board like to proceed with this? Is the board wanting to do install ourselves or should I start getting quotes?
- 5) TELUS update- As of Feb 4th I have not received a phone call from TELUS service department giving me a solution to the broken fob. I reached out on Jan 31st and spoke with 3 different reps. All with no conclusion. The last rep (On Jan 31st) told me to wait until early next week to receive a phone call. I hope someone will call this week if not I will try again next week. I have sent in a negative review to one of their surveys about the rep's service and the service TELUS provides so hopefully that will be noticed.

Policy Review:

1. Policy #20- Staff Long Service Award
2. Policy #1- Conditions Under Which Library Resources Will Be Loaned
3. Policy #2- Policies on Lost and Overdue Books and Fines
4. Policy #4- Use of Municipal Library Space Policy

****These can be tabled until next meeting if needed****



Mtg. Date March 24, 2025

Agenda Item 10.1 B

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING MARCH 13, 2025

PUBLIC HEARING BYLAW NOS. 1429/25 AND 1430/25

A public hearing was held for Bylaw Nos. 1429/25 and 1430/25. Bylaw No. 1429/25 is a bylaw of Lacombe County for the purpose of amending the Municipal Development Plan. Bylaw No. 1430/25 is a bylaw of Lacombe County for the purpose of amending the Land Use Bylaw.

Amendments were made to the Municipal Development Plan and Land Use Bylaws to ensure consistency between the documents. Additionally, the Land Use Bylaw was amended to increase the maximum allowable size for accessory buildings from 200 square feet to 240 square feet.

Following the public hearing, Bylaw Nos. 1429/25 and 1430/25 were given second and third reading and so passed.

WILD BOARD BYLAW

The County Manager was directed to prepare a draft bylaw prohibiting the raising of wild boar in Lacombe County for presentation at a future Council meeting.

PRESENTATION ON THE NORTH RED DEER RIVER WASTE SERVICES COMMISSION AND NORTH RED DEER REGIONAL WASTEWATER SERVICES COMMISSION

Jordan Thompson, Chief Administrative Officer of the North Red Deer Water Services Commission and the North Red Deer Regional Wastewater Services Commission, provided a presentation of both the North Red Deer "Water" and "Wastewater" Commissions.

reconcept Canada – LACOMBE SOLAR PROJECT PRESENTATION

Mark Grant and Evan Boyce, representatives of reconcept Canada, delivered a presentation on the Lacombe Solar Project.

PELICAN BAY (YUILL) SUBDIVISION PAVING

The County Manager was directed to send out letters to the residents that access the Pelican Bay internal subdivision road advising them of the consideration to base-pave the road. Provided that there are no objections from the residents of Pelican Bay, the County Manager was directed to award the work to base-pave the Pelican Bay internal subdivision road in the amount of \$50,950.00 and fund it from the New Pavement Reserve.

COUNCIL CANDIDATE PROFILES ON THE COUNTY WEBSITE

The County Manager was directed to host a Council candidate profile section on the County website for the 2025 municipal election.

RURAL MUNICIPALITIES OF ALBERTA SPRING 2025 CONVENTION

Council reviewed and received the Spring 2025 Rural Municipalities of Alberta Convention resolution package for information.

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SUCCESS GROWS HERE!

2025 RATES AND FEES BYLAW UPDATE

Council approved first, second, and third readings to Bylaw No. 1432/25, the Lacombe County 2025 Rates and Fees Bylaw.

Next Regular Council Meeting is

March 27, 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.**

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