

TOWN OF ECKVILLE-COUNCIL AGENDA

Monday, September 22, 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 | Additional Agenda Items |
| | 3.2 | Adoption of Agenda |
| 4. MINUTES | 4.1 | Regular Council Meeting Minutes – September 8, 2025 |
| | 4.2 | Tax Recovery Public Auction Minutes – September 10, 2025 |
| 5. ACTION ITEMS | 5.1 | RFD 2025 Council Orientation Session |
| | 5.2 | RFD Change of time Institutional Vote 2025 General Election |
| | 5.3 | RFD Extension of RV Parking Deadline Oct 15, 2025 |
| | 5.4 | RFD Subdivision Reserve Contributions |
| | 5.5 | RFD Fortis Franchise Fees |
| 6. BYLAWS, POLICIES | 6.1 | |
| | 6.2 | |
| 7. REPORTS | 7.1 | Management Report – September 22, 2025 |
| | 7.2 | Financial Report-AP Report- September 17, 2025 |
| 8. COMMITTEE, BOARD REPORTS | 8.1 | |
| 9. CORRESPONDENCE, INFORMATION | 9.1 | |
| 10. CONSENT AGENDA | 10.1 | Eckville Municipal Library Board Meeting Minutes- June 18, 2025 |
| | 10.2 | Lacombe County Council Meeting Highlights-September 11, 2025 |
| 11. SEMINARS, MEETINGS SPECIAL EVENTS | 11.1 | |
| 12. CLOSED SESSION | 12.1 | Fire Service – Sylvan Lake Regional water/wastewater commission |
| 13. COMMITTEE OF THE WHOLE | 13.1 | |
| 14. ADJOURNMENT | 14.1 | |

TOWN OF ECKVILLE – COUNCIL MINUTES

Monday, September 8, 2025
 Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta
 (The meeting was available via electronic means)

1. Call to Order

1. Mayor Ebdon turned the meeting over to Councillor Pacholek who called the meeting to order at 6:00 p.m.

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

Absent

Staff: CAO, Jack Ramsden, Recording Secretary, Heather Allen.

Press: None Present

Gallery: None

2. Delegations/Public Hearings

- 2.1 None

3. Agenda

- 3.1 Additional Agenda Items - None

Res. 238.2025

- 3.2 Adoption of Agenda

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

4. Minutes

- 4.1 Regular Council Meeting Minutes – August 11th, 2025

Res. 239.2025

Moved by Mayor Ebdon that the minutes of August 11th, 2025, Council Meeting be approved as presented. **Carried Unanimously.**

5. Action Items

- 5.1 Agreement for Millenium Park

Res. 240.2025

Moved by Councillor See that the Town of Eckville sign the Lease Agreement with Wolf Creek School Division for Plan 4461 HW, Lot B, known as Millenium Park, as amended. **Carried Unanimously.**

- 5.2 RFD – 2025 Street Improvements.

Res. 241.2025

Moved by Councillor Palm – Fraser that the Town of Eckville's 2025 Street

Improvements Project be awarded to Central City Asphalt Ltd. of Blackfalds in the amount of \$238,081.92 GST with the condition that any concrete work be approved by the CAO in consultation with Tagish Engineering. **Carried Unanimously.**

6. Bylaws, Policies

6.1 Bylaw # 805-25 Land Use Bylaw Amendment

Res. 242.2025

Moved by Mayor Ebdon that Bylaw #805-25 be given first reading. **Carried Unanimously.**

Res. 243.2025

Moved by Councillor Thoreson that a Public Hearing with respect to Bylaw #805-25 be held at 6:00 p.m. on September 22nd, 2025. **Carried Unanimously.**

6.2 Council Code of Conduct Repealing Bylaw 806-25

Res. 244.2025

Moved by Councillor Engen that Bylaw 806-25 be given first reading. **Carried Unanimously.**

Res. 245.2025

Moved by Councillor Palm-Fraser that Bylaw 806-25 be given second reading. **Carried Unanimously.**

Res. 246.2025

Moved by Councillor Pacholek that Bylaw 806-25 be presented for third and final reading. **Carried Unanimously.**

Res. 247.2025

Moved by Mayor Ebdon that Bylaw 806-25 be given third and final reading. **Carried Unanimously.**

7. Reports

7.1 Management Report September 8th 2025

Res. 248.2025

Moved by Councillor Engen that the Management report for September 8th, be accepted for information. **Carried Unanimously.**

7.2 Financial Report-AP Report August 18th – Sept 3rd, 2025

Res. 249.2025

Moved by Mayor Ebdon that Financial Report-AP Report August 18th – Sept 3rd, 2025, be accepted for information. **Carried Unanimously**

7.3A 2024-2025 Municipal Accountability Program Report

Res. 250.2025

Moved by Councillor Meyers that the 2024-25 Municipal Accountability Program Report be accepted as information. **Carried Unanimously.**

7.3B Response Letter to Accountability Report.

Res. 251.2025

Moved by Councillor Pacholek that the Response Letter to Accountability Report be accepted as information.

8. Committee & Board Reports

8.1 Councillor Palm-Fraser reported on the Library.

8.2 Mayor Ebdon reported on the Charitable Society.

Res. 252.2025 Moved by Councillor Meyers that the Committee and Board reports be accepted as information. **Carried Unanimously.**

9. Correspondence, Information Items 9.1 Municipal Affairs Engagement Team

Res. 253.2025 Moved by Councillor Engen that the Administration be directed to submit a request to meet with the Minister of Municipal Affairs during the ABMUNIS Fall Convention. **Carried Unanimously.**

Councillor See joined the meeting in person. Time 7:20pm

10. Consent Agenda 10.1 None

11. Seminars, Meetings, Special Events 11.1 **None**

Councillor Pacholek called for a five-minute recess. Time 7:30pm. The meeting reconvened at 7:35 pm.

12. Closed Session 12.1 Section 24: Advice from Officials.

Res. 254.2025 Moved by Mayor Ebdon that the meeting move into closed session, excluding all persons except Council Members, and the CAO to discuss an item with respect to Section 24: Advice from Officials. Time 7:37 p.m. **Carried Unanimously**

Res. 255.2025 Moved by Councillor Meyers that the meeting revert back to open session. Time 8:10 p.m. **Carried Unanimously.**

Res. 256.2025 Moved by Councillor Engen that Town of Eckville send the corrected response to Sylvan Lake Regional Water/Wastewater Commission's July 31, 2025, Terms of Membership Document. **Carried Unanimously.**

13. Committee of the Whole 13.1 None

14. Adjournment 14.1

Res. 257.2025 Councillor Pacholek adjourned the meeting. Time 8:16pm. **Carried Unanimously**

Mayor

CAO

TOWN OF ECKVILLE – TAX RECOVERY PUBLIC AUCTION**September 10, 2025****Town of Eckville Council Chambers****5023 -51 Avenue, Eckville, Alberta****1. Call to Order**

- 1.0 CAO Jack Ramsden, declared the tax recovery public auction open at 2:00 p.m.

Present:

Staff

CAO, Jack Ramsden

Administration Clerk, Heather Allen

General Public

None

2. Background

- 2.1 CAO Jack Ramsden, reviewed the auction procedures and terms and conditions of the sale.

He noted the following:

That the property would be offered for sale subject to a reserve bid, and offered for sale on an "as is, where is" basis; the Town of Eckville makes no warranties as to the said property; no consideration of pre-sale or post sale conditions; and that the terms of payment were to be cash, money order or certified cheque with a non-refundable deposit of 10% down at the time of sale from the accepted bidder and the balance due in 15 days.

3. Auction

- 3.1 Lot 20, Block 3, Plan 6117AQ (Ross # 009300)

CAO Jack Ramsden, advised that this property is no longer available.

- 3.2 Lot 7, Block 17, Plan 210MC (Roll # 033300)

CAO Jack Ramsden, advised that this property is no longer available.

- 3.3 Lot 8, Block 17, Plan 6395NY (Roll # 033400)

CAO Jack Ramsden, advised that this property is no longer available.

- 3.4 Lot West pt 3, Block 18, Plan 264HW (Roll # 035800)

CAO Jack Ramsden, advised that this property is no longer available.

4. Adjournment:

- 4.1 CAO Jack Ramsden adjourned the tax recovery public auction at 2:15 p.m.

CAO


Administration Clerk

TOWN OF ECKVILLE

Request to Council for Decision

Meeting:	Town Council
Meeting Date:	September 22, 2025
Originated By:	Jack Ramsden, CAO
Title:	2025 Council Orientation Session

BACKGROUND: Changes to the Municipal Government Act (Section 201.1(a) now requires that newly elected municipal councils must attend an orientation training session on or before the first organizational meeting. Mandatory items are roles and responsibilities of Council and the Chief Administrative Officer.

Section 201.1(b) also requires that a newly elected municipal council must before or on the first day of the first regularly scheduled council meeting be orientated on Key municipal plans, policies and projects; budgeting and financial administration; public participation; and any other topic prescribed by the regulations.

DISCUSSION/ALTERNATIVES: We have contacted our Lawyers at Reynolds Mirth Richards & Farmer LLP and they have agreed to provide an Orientation Session of Eckville's newly elected council on Monday, October 27th. This would be a full day session that will, with the assistance of Eckville Administration, fulfill the requirements of Section 201.1(a) & (b). This orientation session would be presented by Andrew Skeith who is a partner in the firm.

IMPACT ON BUDGET: Included in operating budget.

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

"That the Town of Eckville contract the services of Reynolds Mirth Richards & Farmer LLP, of Edmonton, to present a Council Orientation Session, for the newly elected 2025 Eckville Town Council, which meets the requirement of section 201.1(a)&(b) or the Municipal Government Act. It is anticipated that this orientation session will be held on October 27, 2025."

Prepared By: _____ Approved By:  _____

TOWN OF ECKVILLE

Request to Council for Decision

Meeting:	Town Council
Meeting Date:	September 22, 2025
Originated By:	Returning Officer
Title:	Change of Time for Institutional Vote for 2025 General Election

BACKGROUND: As previously noted at the August 25th council meeting Sections 80 of the LAEA allows for an elected authority, by resolution, to provide for an **Institutional Vote**.

A motion was passed at that meeting that the Town hold an Institutional Vote for the Residents of the Eckville Manor House.

DISCUSSION/ALTERNATIVES:

Since that motion was passed we have discussed the fact that we likely only need one hour and we would prefer not to start this polling station at the same time as the Main Polling Station opens.

There for we are looking for a motion to amend the time that the Institutional Vote is held at the Eckville Manor House from 10:00 am to 11:30 am to 10:30 am to 11:30 am. This should still give us sufficient time to allow everyone to vote.

IMPACT ON BUDGET: N/A

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

"That the time for the Institutional Vote for residents of the Eckville Manor Lodge for the 2025 Municipal Election on election day Monday, October 20, 2025, be changed from 10:00 a.m. to 11:30 a.m. to 10:30 a.m. to 11:30 a.m."

Prepared By: _____ Approved By: _____

TOWN OF ECKVILLE
Request to Council for Decision

Meeting:	Town Council
Meeting Date:	September 22, 2025
Originated By:	Jack Ramsden, CAO
Title:	Extension of RV Parking Deadline to October 15, 2025

BACKGROUND: Unfortunately, we missed dealing with the extension of the RV Parking Deadline past the September 15th date which is in the Traffic Bylaw.

Hopefully the Traffic Bylaw will be reviewed and revised to include a proposed change to an October 15th RV Parking Deadline.

DISCUSSION/ALTERNATIVES: We would ask that Council pass another motion this year to again extend the RV Parking deadline to October 15th.

IMPACT ON BUDGET: None

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

"That the RV Street Parking Deadline be extended to October 15, 2025."

Prepared By: _____ Approved By:  _____

TOWN OF ECKVILLE

Request to Council for Decision

Meeting: Town Council
Meeting Date: September 22, 2025
Originated By: Jack Ramsden, CAO
Title: Municipal Reserve Contributions on 57th Avenue Industrial Subdivision

BACKGROUND: As you are aware, we have been working on Industrial Subdivision Application for well over a year. The Developer is finally in a position to proceed with the formal application, which will be going to the Municipal Planning Commission (Subdivision Approving Authority) for approval on September 25th. They are still dealing with a pipeline issue, but the Developer is still wanting to have the subdivision approved and his new lots created.

DISCUSSION/ALTERNATIVES: One of the final details that we will be asking the planning commission to deal with is the matter of "municipal reserves". We look to Council to set or agree upon a per acre amount for the required 10% municipal reserve contribution.

This municipal reserve contribution can be in land (municipal reserve lots) and in cash, or a combination of both. We are proposing a combination of land and cash.

The cash contribution is based on a "raw land" or "unimproved land" value. We are suggesting a land value of approximately \$80,000 to \$100,000 per acre. The Developer is in agreement with this valuation.

Please see the attached email from Ken Woitt, Director of Parkland Community Planning Services. We will go through the details at September 22, 2025, council meeting.

Basically, Ken is suggesting that 1.362 acres (0.551 ha) be deferred to the title of the remnant or remaining parcel (Mobile Home Park). Then 0.5 acres (0.20 ha) would be provided as Municipal Reserve in the new subdivision, and 0.526 acres (0.213 ha) would be provided in a cash equivalent.

IMPACT ON BUDGET: Any Municipal Reserve contributions would be held in a reserve to be used for items such as recreation improvements.

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

"That the Town of Eckville set the land valuation for the municipal reserve cash contribution form the 57th Avenue Industrial Subdivision be set at \$_____ per acre."

Prepared By: _____ Approved By:  _____

Jack Ramsden

From: Ken Woitt <ken.woitt@pcps.ab.ca>
Sent: Wednesday, September 3, 2025 2:46 PM
To: Jack Ramsden; Reza Asadi
Cc: Dare Adeyemi
Subject: Municipal Reserve (MR) Dedication for ECK2025101

Hi Reza, ok I have updated the subdivision map with Dare and he has checked the following land area calculations...Reza if you can finish the report with the confirmed reserve calculations and Dare's updated map and get to Jack for their Monday Council meeting.

Jack; the existing titled subject parcel area is 23.88 ac (9.66 ac).

The total area of the proposed subdivision including industrial lots, roadway and buffer area is = 10.26 ac (4.15 ha).

The Town needs to decide how to dedicate 10% of the total area which is 2.388 ac (0.966 ha).

The remanent area is (23.88 ac - 10.26 ac =) 13.62 ac (5.51 ha) — I recommend deferring 10% of this amount as a “Deferred Reserve Caveat” on the remnant title which would be 1.362 ac (0.551 ha).

The owing MR for the proposed subdivision is 10% of (10.26 ac) = 1.026 ac (0.42 ha) – This amount of MR would be satisfied by the Town collecting “money in lieu” based upon an agreed appraisal of the land for approx. 1.026 ac (0.42 ha).

The buffer on the west side of the proposed lots could be dedicated as an MR buffer as per Section 671(2)(d) as it is separating two different land uses...it is 0.50 ac (0.20 ha) in area leaving 0.526 ac (0.213 ha) to be paid by "money in lieu" to the Town based upon an agreed land estimate per acre.

Cheers Ken

Ken Woitt, RPP, MCIP

Director

Unit B, 4730 50th Street

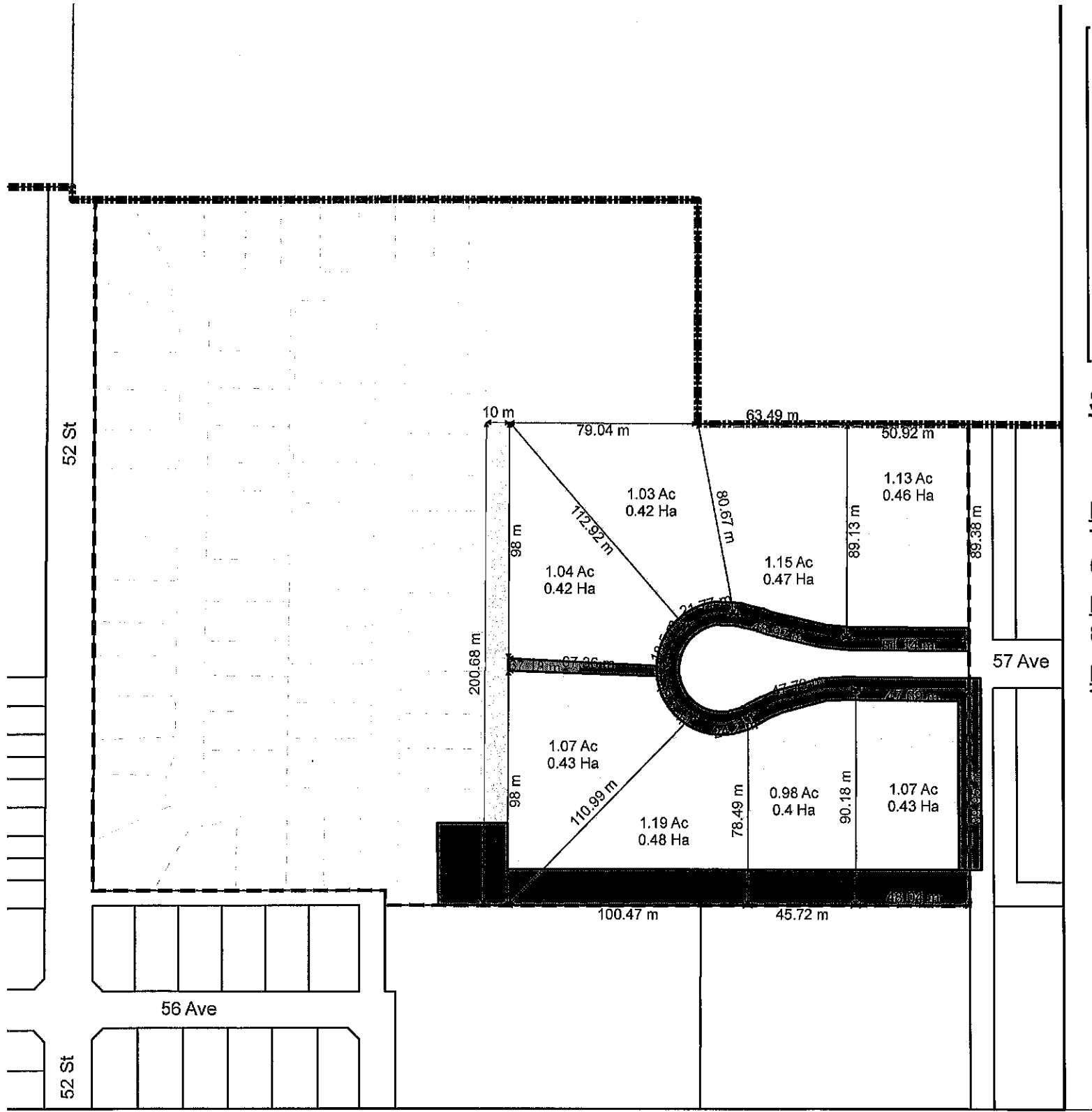
Red Deer, AB. T4N 1X2

Phone: 403-343-3394

Cell: 780-335-9350

Email: ken.woitt@pcps.ab.ca

Web: pcps.ca



TOWN OF ECKVILLE
Request to Council for Decision

Meeting:	Town Council
Meeting Date:	September 22, 2025
Originated By:	Jack Ramsden, CAO
Title:	2026 FORTIS Franchise Fee

BACKGROUND: As you may recall, each year Council can increase (or decrease) the franchise fee in our Franchise Agreement with FORTIS Alberta.

DISCUSSION/ALTERNATIVES: Based on the information that we received from FORTIS, our estimated 2025 franchise fee revenue will be \$88,820 and if we leave the rate the same the estimated revenue for 2026 is \$90,768 which results in a slight overall increase of \$1,948.

The maximum or CAP for a franchise rate is 20% and our current franchise rate is 10%.

We would recommend that you do not change the FORTIS franchise fee for 2026.

IMPACT ON BUDGET: Keeping the rate the same would result in a slight increase in revenue estimated at \$1,948.00.

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

“That the Town of Eckville not increase the FORTIS Franchise Fee for 2026.”

Prepared By: _____ Approved By: _____



**MANAGEMENT REPORT
TO ECKVILLE TOWN COUNCIL**

September 22, 2025

Mtg. Date Sept 22/25

Agenda Item _____

Current Activities:

- **Proposed Industrial Subdivision on 57 Avenue:** – We have called a meeting of the Municipal Planning Commission (MPC) for September 25th to hear and hopefully approve this subdivision application. Just a reminder that the MPC is also the Town of Eckville's Subdivision Approving Authority.
The Developer and his Lawyer are scheduling an in-person meeting with BTG and their Lawyer for early November to discuss the relocation of an active pipeline, which should be moved for the project to proceed. I have also been invited to sit in at the meeting.
- **ATCO Gas Franchise Renewal Bylaw:** Proof of our advertisements has been sent to the AEUB via ATCO and hopefully the AEUB Board will approve the new franchise agreement soon, so that the bylaw can be given final readings by our current council.
- **Lot Sales:** Larchwood Homes are finally framing both homes which are located on Lots 25 and 26 and things are finally moving along. We dropped off the signed copies of our purchase agreements on Lots 23 & 24 to our Lawyers in Red Deer along with the cash deposits for safekeeping.
The sale that we have been working on since mid-May on Lot 32 fell through at the last minute, but we still have others looking at it. We are currently dealing with two or three individuals who are interested in purchasing lots in Westview Manufactured Home Subdivision.
- **Effluent Release:** Our Public Works Staff started another effluent release on September 2nd and it will run until September 30th. If necessary, we should be able to apply to drain for another 2 weeks later this fall.
- **Fire Hydrant Inspections and Repairs:** Plans are in place to upgrade the 1955 Darling model fire hydrant which is located at the corner of 52nd Street and 55th Avenue. Our Contractor (RCE Hydrant Testing) has ordered the required new hydrant body and new internal parts, and they will be out to do the changeover on September 24th. A blank flange was built so that they can cap the hydrant off if they are not able to successfully remove the insides of the old hydrant.
- **Water Meter Replacement Project:** We are finally moving ahead with this project, albeit slowly. We are set up on the meter company's website and plans are in place to install the first 10 test meters at the beginning of October. If you receive any questions or concerns about this project, please pass them on to me. We will keep you informed as things roll out.
- **Dog Park Improvements:** As previously noted, the fencing project was awarded to Q & Q Fencing of Red Deer. Apparently, they have had the gates built and powder coated, and the crew should be here toward the end of the month to construct the new small dog leashing area and the new dividing fence that will separate the big dogs from the not so big dogs.
- **Millenium Park Fence Project:** Rite-Way Fencing has completed the installation of the new 5' high black chain link fence and they will be back later to install gates. We were pleased with the quality of their work.

Management Report –September 22, 2025

- **Public Works Highlights:**

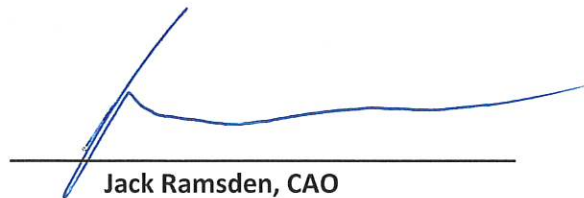
- **East and West Sewer Lift Stations:** For the most part things are going okay. We do however continue to have difficulties with a small 4-amp fuse which keeps blowing and shutting our warning system off.
- **Flushing Sewer Mains:** Our flushing contractor was back for two days and completed several root removal issues in our sewer mains west of the campground and they also flushed and cleaned our outfall line at the wastewater lagoons.
- **Main Street Solar Streetlights:** Battery inspections completed, but we were unable to see the back batteries (there are two shelves with two batteries on each shelf). We are hoping to have Clearblue send us a few extra batteries just in case there are some damaged ones that we missed.
We will also be receiving new controllers for each light fixture because the existing ones are 3G and they will not be supported much longer. The new controllers are 5G. They will be supplied and shipped to us at no cost, but we will have to have them installed at our cost.
- **Spray Park:** We have made arrangements to have our Spray Park Contractor do the shut down this fall and the start up next spring.
- **Proposed 51st Avenue Paving Project:** Central City Paving will be starting work on our 51st Avenue paving project in the next week or so. First the concrete work will be completed, then the milling and finally the asphalt overlay.
Our Engineers at Tagish will be asking the Concrete Subcontractor (Olds Concrete) to remove and replace the curb and sidewalk around the fire hydrant beside the SERVUS Credit Union when they are in Town. They are confident that the drainage will work efficiently.
- **Update on Eckville Medical Clinic:** We are putting the WOW station on hold. The window glazing was completed on September 19th, but the desk removal in the east office will take a few more weeks.

Future / Planned Activities:

- **2025 Town of Eckville General Election** – We have received a lot of interest in the four councillor positions and only one for mayor. We will update you at the September 22nd council meeting.
- **Millenium Park Lease Agreement with Wolf Creek School Division:** Several additional housekeeping changes were made to the agreement by Wolf Creek School Division and the agreement. Wolf Creek School Division also approved the new agreement. The signed document is in the mail.

Management Report –September 22, 2025

- Parking Lot:
- Solar Street Lights – On hold until next year.
- Commercial Cardboard Collection – I am hoping to meet with our current collection company before the September 22nd council meeting.
- Town Advertising Signage – Still trying to get to this item.



Jack Ramsden, CAO

System: 9/17/2025 9:17:03 AM
User Date: 9/17/2025

Town Of Eckville
COMPUTER CHEQUE REGISTER
Payables Management

Mtg. Date Sept 22/25
Page: 1
User ID: kmistina
Agenda Item 7.2

Batch ID: CHEQUES AP
Batch Comment: Sept 17, 2025

Audit Trail Code: PMCHQ00000958
Posting Date: 9/17/2025

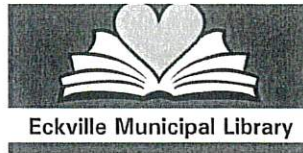
Chequebook ID: ATB - GEN

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
028611	9/17/2025	00000000000024782	ADT01	ADT Security Services Canada,	\$1,585.99
028612	9/17/2025	00000000000024783	ALL06	ALL PRO Valve & Maintenance	\$1,987.65
028613	9/17/2025	00000000000024784	ANI001	327241 Alberta Ltd.	\$2,236.50
028614	9/17/2025	00000000000024785	ARR01	Arrow Plumbing Service	\$3,197.25
028615	9/17/2025	00000000000024786	CEN014	Central Alberta Co-op Ltd.	\$196.19
028616	9/17/2025	00000000000024787	CLO001	Cloverdale Paint Inc.	\$436.17
028617	9/17/2025	00000000000024788	DPO001	DPOC	\$1,575.00
028618	9/17/2025	00000000000024789	FLO01	Flowpoint Environmental System	\$110.31
028619	9/17/2025	00000000000024790	KEA001	Keatan Engel	\$1,000.00
028620	9/17/2025	00000000000024791	LAC010	Lacombe Regional Waste Service	\$18,575.75
028621	9/17/2025	00000000000024792	REC01	RecordXpress	\$116.80
028622	9/17/2025	00000000000024793	RED010	Red Deer Catholic Separate Sch	\$4,242.92
028623	9/17/2025	00000000000024794	RMR001	Reynolds Mirth Richards & Farm	\$1,115.10
028624	9/17/2025	00000000000024795	TWO001	Two H Group	\$360.00
028625	9/17/2025	00000000000024796	UFA001	UFA	\$782.80
028626	9/17/2025	00000000000024797	ULI001	Uline Canada Corporation	\$392.89
028627	9/17/2025	00000000000024798	VIN01	Vince Buchinski	\$59.73
028628	9/17/2025	00000000000024799	WBC001	WCB	\$4,448.50
028629	9/17/2025	00000000000024800	AAM001	Canoe	\$435.44
028630	9/17/2025	00000000000024802	AGR002	Agriterra Equipment	\$19.65
028631	9/17/2025	00000000000024803	AMS001	AMSC	\$25,563.30
028632	9/17/2025	00000000000024804	EVE003	Everything H2O	\$7.50
028633	9/17/2025	00000000000024805	TAG001	Tagish Engineering Ltd.	\$17,406.63

Total Cheques: 23

Cheques Total: \$85,852.07



Mtg. Date Sept 22/25
Agenda Item 10.1

**ECKVILLE MUNICIPAL LIBRARY
BOARD MEETING MINUTES**

DATE: June 18, 2025 In person @ 1:30pm

Attendees: Colleen Ebdon, Deborah Gyori, Lorianne Hoven, Emy McDonell, Nicola McKinnon, Debbie Neal (Friends of the Library President), Jaqueline Palm-Fraser, Natasha Resta, Reidun Staudinger	Not present: Dana Kreil
I. Call to order	Called to order by Colleen @ 1:30 pm.
II. Approval of Agenda: Additions and Deletions	Jackie moved to approve the agenda. All in favor – motion carried.
III. Approval of minutes	Nicola moved to approve the minutes from May 14, 2025. All in favor – motion carried.
IV. Library Association (Friends) Report	Submitted by Debbie Neal. Presented to the board. Deborah moved to accept the report. All in favor - motion carried. See attached document.
V. Chairperson's Report	Nothing to report. Colleen thanked for hard work.
VI. Manager Report	Natasha presented the manager report to the board. See attachment below. Nicola moves that Natasha put the old printer and cartridges for sale on LibShare for \$100 obo. Jacquie seconded. All in favor – motion carried. Discussion on putting up an outdoor public bulletin board in the community. Lori moved to accept the manager report. All in favor - motion carried.
VII. Treasurers Report	Dana presented all financial records to the board. Emy moved to approve all financial reports. All in favor – motion carried.
VIII. Old Business	1. Plan of Service Meeting on September 3, 2025 1:30-2:30 to discuss plan of



	service.
IX. New Business	<p>1. Policy13</p> <p>Nicola moved to approved Policy 13 as amended with purchasing information.</p> <p>All in favor - motion carried.</p> <p>Policy 12</p> <p>Jacque moves that the changes provided by Ken Allan be made to Policy 12.</p> <p>All in favor – motion carried.</p>
X. Next meeting date	September 3, 2025 @ 1:30pm after plan of service meeting.
XI. Adjournment	Colleen moved to adjourn the meeting @ 2:07 pm.

Action Items:

1. Natasha will write a letter to the Co-Op to ask if there is a spot where an outdoor community bulletin board could be placed.

Approval Date: Colleen Sept 3/25

Signed: _____

Signed by: Colleen Ebdon - Library Chair



Eckville Municipal Library Board meeting
Eckville Municipal Library Association
"Friends of the Library"
June 18, 2025 @ 1:30pm

- ① Deposit of 80.⁰⁰
For vehicle manuals 40.⁰⁰ & Encyclopedia Books 40.⁰⁰
- ② Book sales @ Bank for May 34.25
- ③ Book sales on June 7 is 182.⁰⁰
included was a 40.⁰⁰ Donation.

Delbie Neal

①



Manager Report
Date: June 18th, 2025

Updates:

- Town Council declined the updated bylaws with how the borrowing bylaw was written. I am working with Darcy on getting a rewording for that
- Friends approved the flowerbed design vs hanging pots and will get that project completed June/July. Do I need town approval before digging up the spot? I will contact clerk before you dig closer to the date.
- We received our first invoice from CIP. They had minimum print charges on there which was not discussed when we signed up. After speaking with them they have agreed to remove these minimums and just charge per copy made. April's total was \$25.19.
- I ordered 200 more cheques. Which have arrived and are in the binder.
- Application for financial assistance was approved- Funds of \$15,513 was transferred to our account on June 5th, 2025
- Friends of the library hosted a Tea Party on June 4th for Pam and Geri. Pam is moving away and they thanked Geri for reviving the group.
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Program Updates

- XII. Teen DND Night- Done until the fall. We will reevaluate if there are enough teens still interested.
- XIII. Wind Down Wednesday wrap up is June 18th
- XIV. After School Adventures wrap up is June 19th
- XV. Manor Reading will be on June 19th @ 10:45
- XVI. Lemonade Day- Last meet was on June 4th. Kids will have their lemonade stands out on June 7th for the parade/rodeo.
- XVII. Parade Bike decorating- June 6th. No registered kiddos yet. We will be designing a float instead.
- XVIII. Babysitter Course was postponed due to the lady running it being ill. Will most likely plan for the fall.
- XIX. Stay home alone course scheduled for June 14th. Only 4 kids registered. Have reached out to Carolyn to see if she wants to postpone to the fall to see if we can get more kids signed up.

Let's Explore Summer Program Dates/Times:

Ages 0-5 Wednesdays 10-11 (we will hold story time/craft indoors then FRN will have an outdoor activity)

Ages 6-9 Thursdays 10-11:30

Ages 10+ Thursdays 1-2:30

(Eckville Recreation board will be bringing the kids from day camp and their leaders will be helping us run the program)

We also have 3 volunteers signed up to help us run the Thursday programs.

TD Summer Reading program is still part of the program but we have decided to run that separately as a reading aspect so kids who can't attend activities still feel they can register for a chance to win some prizes.

Program Stats:

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	May Sessions	May Participants
Tiny Reader	4	32
After School Adventures	4	16
PD Movie Day/Game Day	0	0
Wind Down Wednesday	4	24
D&D	2	7
Coffee break	5	5
Adult Craft Night	1	10
Manor Reading	1	4
Lemonade Stand	4	32

Patron Stats:

	May
Patrons on computers	77
Number of computer sessions	181
Number of patrons coming in	570

Questions for the board:

- XX. Are we ok to sell our old printer and ink? I have 2 cartridges left that Patti would be interested in purchasing. These list at 116.99 regular price. The printer itself I can put on Lib-Share and see if any other library would like it.

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HIGHLIGHTS OF THE REGULAR COUNCIL MEETING SEPTEMBER 11, 2025

PLANNING SERVICES UPDATE

Council received an update on the progress and activities of the Planning Services Department for the month of August 2025.

DIVISION 1 RESIDENT ROAD CONCERNS

Council received a presentation addressing residents' concerns about gravel roads in Division 1 and reviewed strategies to improve gravel road maintenance and overall road conditions.

MIRROR JOLLY SENIORS SOCIAL CLUB FUNDING REQUEST

Council approved funding of up to \$2,888 toward the Mirror Jolly Seniors Social Club's soffit, eavestrough, and fascia replacement project at the Mirror Jolly Seniors Hall. Funding will come from the County's Recreation Capital Assistance Reserve.

OVERLAY OF THE COUNTY OFFICE PARKING LOT

Council authorized the County Manager to award the work to overlay the County Office parking lot to TJ Paving Ltd. in the amount of \$210,000. Funding will come from the County's Municipal Facilities Reserve.

OFFER TO PURCHASE PROPERTIES FOR SALE IN THE HAMLET OF MIRROR

Council received an update on the sale of tax-forfeited properties acquired under Section 424 of the Municipal Government Act. Two lots in Mirror were sold.

By resolution of Council, the following bids were accepted:

- Lot 3, Block 25, Plan 7159AI - \$3,000 (plus GST)
- Lot 4, Block 25, Plan 7159AI - \$2,000 (plus GST)

CANLIN ENERGY – REQUEST FOR TAX CANCELLATION

A motion that Lacombe County approve the payment plan proposed by Canlin Energy for its tax account with five monthly payments commencing on August 29, 2025, as outlined in its August 22, 2025 proposal, did not receive Council approval.

DECK ENCROACHMENT APPEAL PRESENTATION

Council received a presentation on a deck encroachment appeal from Mrs. Robin Coombs and Mr. Jamie Coombs, outlining their concerns and request for consideration.

LACOMBE PUBLIC SCHOOLS ENHANCEMENT SOCIETY FUNDING REQUEST

A motion that Lacombe County contribute up to \$20,000 to the Lacombe Public Schools Enhancement Society's James S. McCormick Playground Replacement project did not receive Council approval.



SUCCESS GROWS HERE!

FOOD CYCLE SCIENCE PRESENTATION

Council received a presentation on the *FoodCycler Pilot Program Results in Lacombe County*, highlighting the program details, pilot results and proposed next steps.

SOUTH SYLVAN LAKE AREA OFF-SITE LEVY BYLAW

Bylaw No. 1442/25, a bylaw of Lacombe County to adopt an off-site levy for land that is to be subdivided or developed within the South Sylvan Lake Area, was given first reading by Council.

A public hearing regarding Bylaw No. 1442/25 will be held on October 9, 2025, commencing at 9:00 a.m.

COUNCIL CODE OF CONDUCT REPEAL BYLAW

Council received an update on amendments to the Municipal Government Act, which now prohibit councils from having policies, procedures or bylaws that regulate or address councillor behaviour.

Council approved first, second, and third readings to Bylaw No. 1443/25, the Council Code of Conduct Repeal Bylaw.

Next Regular Council Meeting is
September 25, 2025 – 9:00 a.m.

Next Committee of the Whole Meeting is
October 7, 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.**