

VILLAGE OF FORESTBURG

**Minutes of the Regular Meeting of Council
held Thursday, April 15, 2010 @ 5:30 p.m. in the
Village of Forestburg Council Chambers:**

Present Mayor: Bob Coutts
Councillors: Robert Frizzell
Dayna Oberg
Peter Miller
Absent with Notice: Tim Swaren
Staff: Monica Northey, Chief Administrative Officer
Shannon Grymaloski, Municipal Clerk

Call to Order Mayor Coutts called the meeting to order at 5:30 p.m.

A. AGENDA

10-04-111 Moved by Deputy Mayor Frizzell to accept the agenda with additions:
Agenda

- H. 1. Flagstaff Intermunicipal Partnership Committee
- H. 2. Land Purchase
- H. 3. Youth Centre

Carried

B. PRESENTATIONS

Guy Chapman of Chapman and Company presented the Village of Forestburg Financial Statement for the year ended December 31, 2009. Mr. Chapman thoroughly explained the new format of the statements as they include Tangible Capital Asset information and reflect the new municipal reporting requirements. Mr. Chapman was thanked for his presentation and he left the meeting at 6:40 p.m.

Council welcomed Bill Webb and John Oberg to the meeting. Mr. Webb presented his concept for an art gallery at the youth centre. He presented a video which showed a model English village he created. This display takes up a considerable amount of room and would be suited for the youth centre basement. Mr. Oberg provided updates regarding the Battle River Railway Group. He also presented ideas in developing the youth centre area as a tourist site to accommodate a tourist train on the Battle River Railway line. Mayor Coutts thanked Mr. Webb and Mr. Oberg for their presentations, and they left the meeting at 7:15 p.m.

Flagstaff Emergency Services Coordinator Kim Cannady and Forestburg Fire Chief Bernie Knievel presented their recommendations for the purchase of a new fire truck. They visited the Fort Garry Fire Truck manufacturing plant in Winnipeg, Manitoba and have researched several manufacturing companies before making their recommendation. Council thanked Mr. Cannady and Mr. Knievel for their presentation, and they left the meeting at 7:35 p.m.

C. MINUTES

10-04-112 1. Moved by Councillor Miller to approve the Minutes of the Regular
Regular Meeting Meeting of Council held March 18, 2010 with the following correction:
Approval E. Committee Reports 5. Councillor Miller:
- Flagstaff Regional Housing- “the Big Knife Villa” be replaced
with “Flagstaff Lodge will be a smoke free facility”.

Carried

D. QUESTION AND ANSWER PERIOD

E. COMMITTEE REPORTS

1. The **Flagstaff Peace Officer Report** for February 2010 was reviewed.
2. The **Administration Report** included: the a court hearing of April 6, 2010 requires the property owner to clean up the site at Lot 12, Block 5, Plan 782 1752 in 60 days; the Cemetery Society had advertised formal notice of intended improvements to the northeast section of the public cemetery; a Collaborative Governance information session was presented by Alberta Municipal Affairs in Daysland on April 8.
3. **Mayor Coutts** provided information on:
 - **Communities in Bloom**- preparing historical signs for more sites in the community, May 3 will be the town wide clean up night, summer employee has been hired.
 - **Multipurpose Recreation Facility** – fundraising event planned for May 29, Ag Society will apply for Ag Initiatives Grant, RFP's for sitework and iceplant recommended to Council
 - **FIP** – has been approved for Rural Adaptation Grant and Municipal Sponsorship grant for the Flagstaff Food Bank
 - **Community Centre Association** – short of members at AGM, rescheduled to June, contractor coming back to repair door, floor to be refinished at the end of April
 - **Seniors Housing**- met with local life lease unit committee who will present their report to the Golden Age Club, if enough interest, they will form a board.
4. **Deputy Mayor Frizzell** submitted a report:
 - **Swimming Pool Association** - have hired a manager, the 2010 budget is complete, pool opens May 22, 2010
 - **Flagstaff Regional Solid Waste Management** - Interim manager has been hired.
 - **Mud Bog** – has a web site for registration and information and requests assistance from public works to move bleachers.
 - **Athletics Association** –needs to have a meeting for the 2010 season.
5. **Councillor Miller** provided a report on:
 - **Forestburg Life Lease Project**- will be holding an information meeting in May
 - **Community Service Award** – presented Doreen Oberg with her award at the banquet on March 20.
 - **Community Futures** – are receiving more business loan applications.
 - **Library Board** - is awaiting Flagstaff County contribution and are completing a community needs assessment.
6. **Councillor Oberg** reported:
 - **Community Action Committee** – Sergeant Wilson will address concerns with Flagstaff communities
 - **Fire Department** –will be reviewing current policies

F. BUSINESS

10-04-114
Accounts Payable
Approval

1. Moved by Councillor Miller to approve the accounts as listed on the cheque register as cheques #165 to 195 and #197 to 245 in the amount of \$228,507.18 as presented.

Carried

Mayor Coutts declared his conflict in cheque #196, Coutts Hardware and left the meeting at 8:07 p.m. Deputy Mayor Frizzell assumed chair of the meeting.

10-04-115
Chq #196
Approval

Moved by Councillor Oberg to approve cheque #196, Coutts Hardware in the amount of \$1,003.19 as presented.

Carried

Mayor Coutts returned to the meeting at 8:08 p.m.

10-04-116
Monthly Statement
To Feb 28, 2010

2. Moved by Deputy Mayor Frizzell to approve the monthly statement to February 28, 2010 as presented.

Carried

10-04-117
2009 Y.E.
Projects Summary

3. Moved by Deputy Mayor Frizzell to approve the 2009 year end projects review summary as presented.

Carried

10-04-118
2009 Audited
Financial Stmts

Moved by Councillor Miller to approve the 2009 Audited Financial Statements as presented.

Carried

10-04-119
Auditors Report
Approval

Moved by Councillor Oberg to approve the 2009 Auditors Report as presented by Campbell Chapman Chartered Accountants.

Carried

10-04-120
Joint Purchase
w/ Flagstaff Cnty
New Fire truck

4. Moved by Deputy Mayor Frizzell to approve the joint purchase with Flagstaff County of a 4-Man Crown Fire Truck from Fort Garry Trucks and necessary fire truck equipment as presented at a price not to exceed \$320,000 plus GST.

Carried

10-04-121
Ped. Bridge
Construction
53 Street

5. Moved by Councillor Oberg that public works proceed with replacing two pedestrian bridges along 53 Street with a mound style bridge with cement bridge surface as presented which will allow for easy snow removal and grass cutting and will reduce long term bridge maintenance.

Carried

10-04-122
Multipurpose Rec
Budget and Investment
Reports to Apr 10/10

6. Moved by Councillor Miller to approve the Multipurpose Facility project budget tracking and investment register reports to April 10, 2010 as presented.

Carried

10-04-123
Multipurpose Rec
Project Ice Plant
Contract Approval

Moved by Deputy Mayor Frizzell to approve the RFP to Custom Ice Inc. and enter into a contract for the supply of ice plant for 8 month operation, ice surface slab, rink boards & glass, low e-ceiling and perimeter concrete floor at a total cost not to exceed \$870,000 and that this cost includes the option to purchase summer dehumidification system prior to final shipment.

Carried

10-04-124
Multipurpose Rec
Project Excavation
Contract Approval

Moved by Councillor Oberg to approve the RFP to Forestburg Transit Mix Ltd. and enter into a contract for excavation work at a price not to exceed \$99,084.

Carried

10-04-125
Multipurpose Rec
Project- Consultant
Agreement Approval

Moved by Councillor Miller to approve the agreement with CDC Recreation Inc. for consulting services for the Multipurpose Recreation Project with the addition to Schedule B – Services – “Consultant liaison shall be Gary Debney and he cannot be replaced without written Permission from the Village of Forestburg.”

Carried

10-04-126
Multipurpose Rec
Project Contractors
Agreement Template

Moved by Deputy Mayor Frizzell to approve the Contractors Agreement template as prepared by Brownlee LLP, with insurance limits in Schedule C amended to two million dollars (\$2,000,000).

Carried

10-04-127
Small Comm
Conference 2010

7. Moved by Councillor Oberg that Councillor Miller, Mayor Coutts, and CAO Northey attend the Small Communities Conference in Mannville on May 28 – 30, 2010.

Carried

10-04-128
Flagstaff County
Dust Control
Elevator Road

8. Moved by Councillor Miller to accept the offer by Flagstaff County to supply and apply calcium chloride to the elevator road for dust control in 2010.

Carried

10-04-129
Sewer Repairs
4706-50Street

9. Moved by Deputy Mayor Frizzell that the Village not participate in the liner option expense for the residential sewer line at 4706 -50 Street and that the property owners be informed they may forward their invoices for reimbursement of the sewer cleanout and tree root removal as per policy D.3.1 and suggest that the property owner request the Village to scope the line with the sewer camera as a preventative measure in the future.

Carried

10-04-130
Bylaw Officer
Contract

10. Moved by Councillor Miller to enter into a one year agreement effective January 1, 2010 with Daryl Reinke, o/a NIC.212 Services as presented.

Carried

- 10-04-131
Mayors Meeting
& Collaborative
Govern. Initiative
11. Moved by Deputy Mayor Frizzell that Mayor Coutts attend the Mayors Meeting to be held April 29th in Daysland and that the Village participates in the Collaborative Governance Initiative as proposed by Flagstaff Intermunicipal Partnership Committee and apply for applicable grants for the initiative through Flagstaff Intermunicipal Partnership Committee.

Carried

- 10-04-132
Comm Enhancement
Cheque Signing
Officer Approval
12. Moved by Councillor Miller to approve the addition of the CAO, along with Neil Lundy and Betty Rae Andre, as signing authority on the Forestburg and District Community Enhancement Fund Account with ATB Financial.

Carried

- 10-04-133
C.E.F.
Dispersement
Approval
- Moved by Councillor Oberg to approve the dispersement of donations collected for the Multipurpose Recreation Facility Project from the Forestburg Community Enhancement Fund in the amount of \$57,045.00 to the Forestburg Arena Capital Account.

Carried

- 10-04-134
CMHC Sustainability
Workshop
13. Moved by Councillor Oberg to accept the information regarding the CMHC Sustainability Workshops- Sustainability Planning for Small Communities as presented.

Carried

G. INFORMATION

1. Flagstaff County Correspondence -Flagstaff Regional Solid Waste Management/- Public Library Funding
2. Municipal Sustainability Strategy Meeting Summary
3. Municipal Sustainability Initiative – increase claimable interest costs
4. Alberta Historical Resources Foundation – Heritage Awards
5. Government of Alberta – Unsuccessful CFEP Application (Multipurpose Facility)
6. seevirtual360 Web Stats – March 2010
7. Flagstaff Intermunicipal Partnership Committee Correspondence
 - Approval of Regional Partnerships Initiative Grant approval- Regional Fire & Emergency Services
 - 2009 Municipal Sponsorship Grant approval- Flagstaff Food Bank
 - Regional Partnership Implementation Grant revision approval
 - Village of Heisler – Flagstaff CAO Group Terms of Reference/- Municipal Sponsorship Correspondence
8. Village of Heisler –Recreation Programs and Facilities Review Correspondence
9. Federation of Alberta Gas Co-ops Charity Golf Tournament Aug 17, 2010
10. Alberta Municipal Affairs – Census Information
11. Battle River Community Foundation Thank you correspondence
12. Reports and Minutes Listing

- 10-04-135
Information
Items Approval
- Moved by Councillor Oberg to accept information item G1- G12 as presented.

Carried

10-04-136 Moved by Councillor Miller to forward a nomination of the Forestburg
AB Historical Historical Society to the Alberta Historical Resources Foundation Heritage Awards
Res Foundation for their efforts in refurbishing the Forestburg Museum.
Heritage Awards
Nomination Carried

H. IN CAMERA

10-04-137 Moved by Councillor Oberg to proceed in camera at 9:04 p.m.
In Camera Carried

1. Flagstaff Intermunicipal Partnership Committee
2. Land Purchase
3. Youth Centre

10-04-138 Moved by Councillor Oberg to reconvene at 9:15 p.m.
Reconvene Carried

10-04-139 Moved by Councillor Miller to request Mr. Bill Webb and Mr. John Oberg
Youth Centre submit a detailed proposal to Council in regards to the Alberta Landscape
Museum and Museum and railway tourism proposal.
Tourism Concept Carried

I. ADJOURN

10-04-140 Moved by Deputy Mayor Frizzell that the meeting be adjourned at 9:17 p.m.
Adjourn Carried

Mayor

Chief Administrative Officer