



**VILLAGE OF ELNORA
REGULAR COUNCIL MEETING
MINUTES
Tuesday, December 10, 2019**

The regular meeting of the council of the Village of Elnora was held in council chambers in the municipal office on Tuesday, December 10, 2019 commencing at 7:30 p.m.

IN ATTENDANCE: Mayor Robert Aellen
Deputy Mayor Leah Nelson
Councilor Kerrilyn Mose

CAO, Sharon Wesgate

CALL TO ORDER The meeting was called to order at 7:32 p.m.

ADOPTION OF AGENDA

Agenda, December 10, 2019 (2.1)

Res #2019-202 MOVED by Deputy Mayor Nelson that the Agenda be amended by adding the following item(s):

New Business

7.11 **Capital H2O** – Chlorine Analyzer

7.12 **Staff Xmas Lunch** – December 6, 2019

7.13 **Brandt** – 2019 Skid Steer Trade-In, quote

7.14 **Valo** – Internet, Village Flyer

Bylaws, Policies

5.1 **Policy #12-08** – Accounting for Tangible Capital Assets

Classification/Capital Threshold/Amortization, Amendment

Confidential

12.1 **FOIP** – Part 1, Division 2, Section 19

CARRIED

ADOPTION OF MINUTES

Regular Meeting Minutes, November 12, 2019 (3.1)

Res #2019-203 MOVED by Deputy Mayor Nelson that the minutes of the Regular Meeting held on November 12, 2019 be adopted as presented.

CARRIED

BUSINESS ARISING OUT OF MINUTES

Special Meeting Minutes, November 21, 2019

Res #2019-204 MOVED by Deputy Mayor Nelson that minutes of the Special Meeting held on November 21, 2019 be adopted as presented.

CARRIED

BUSINESS ARISING OUT OF MINUTES

4.1 Garbage Collection – Quotes
CAO provided update

ATCO, Street Light LED Conversion Agreement (4.2)

Res #2019-205 MOVED by Councilor Mose the Village sign the ATCO Street Light LED Conversion Agreement, upgrading the streetlights on Main Street between 2nd Avenue and 3rd Avenue from 38w to 73w.

CARRIED

4.3 D. Dreeshan, MLA – Proposed Meeting December 9, 2019
Meeting cancelled

4.4 Elnora Pumphouse Project – Update
CAO provided update

4.5 Special Meeting, November 21, 2019 – Clarification responses

a) *Sidewalk Assessment – Asset Management Program*

Noted there are sidewalks requiring remedial action

b) *Elnora Hotel – Scheduled enzyme treatment*

Regularly undertaken by hotel staff

c) *3 Year Operational Budget – Deadline, December 31, 2019*

BYLAWS, POLICIES

Policy #12-08, TCA Policy Amendment (5.1)

Res #2019-206 MOVED by Deputy Mayor Nelson that Policy #12-08, Section 1.5 Componentization/Amortization be amended from 'In the year of purchase or sale, amortization of a tangible capital asset is calculated on the number of days the asset is owned in that year' to 'The annual amortization charge in the year of acquisition and in the year of disposal are pro-rated based on the number of days that the asset was owned during the year. Assets under construction are not amortized until the asset is available for productive use'.

CARRIED

DELEGATIONS

No delegation(s)

NEW BUSINESS

Reynolds Mirth Richards Farmer, Invoice #205433 (7.1)

Res #2019-207 MOVED by Mayor Aellen that Reynolds Mirth Richards Farmer, Invoice #205433 in the amount of \$281.00 be paid, 2019 Summary of Legal Costs to date of \$4,765.68 be received for information.

CARRIED

7.2 Red Deer County

a) *Enforcement Contract* – Report, October 2019
Received as information

Red Deer County, Addendum to Municipal Services Agreement (7.2b)

Res #2019-208 MOVED by Mayor Aellen the Village sign the Red Deer County, Addendum to Municipal Services Agreement for Long Range Planning.

CARRIED

Gitzel & Company, 2019 Engagement Letter(7.3)

Res #2019-209 MOVED by Deputy Mayor Nelson the Gitzel & Company 2019 Audit Engagement Letter be signed.

CARRIED

7.4 Alberta Environment & Parks – Notice, Revised Lead MAC for Drinking Water Systems ELNORA WATERWORKS SYSTEM
Received as information

7.5 Alberta Capital Finance Authority – Dissolution Shareholder Refund
Tabled until authenticity confirmed

7.6 Speed Monitors

a) *Monitor Reports* – October, November 2019
Received as information

b) *Cloud Access* – Council set up for speed monitor cloud access
Received as information

7.7 Alberta Municipal Insurance Exchange – Claim #ELNOR1900284/Sewer Main Backup, Final
Adjuster's Fees of \$952.80 paid by insurance, claim closed

Agreement for Regional Assessment Review Services(7.8)

Res #2019-210 MOVED by Mayor Aellen that the Agreement for Regional Assessment Review Services with the City of Red Deer be signed.

CARRIED

January 2020 Regular Meeting of Council, Date Amendment (7.9)

Res #2019-211 MOVED by Councilor Mose that the date for the Regular Meeting of Council be amended to January 21, 2020.

CARRIED

7.10 AUMA – Police Funding Model
Received as information

Capital H2O, Chlorine Analyzer (7.11)

Res #2019-212 MOVED by Mayor Aellen the Village purchase a chlorine analyzer through Capital H2O at a cost of approximately \$10,000 to monitor pumphouse chlorine levels.

CARRIED

Staff Xmas Lunch (7.12)

Res #2019-213 MOVED by Councilor Mose the Village host a staff Xmas Lunch on December 16, 2019.

CARRIED

Brandt 2019 Skid Steer Trade-In (7.13)

Res #2019-214 MOVED by Mayor Aellen that the annual Brandt 2019 Skid Steer Trade-In at a cost of \$4,000 be approved.

CARRIED

VALO Internet Survey Flyer (7.14)

Res #2019-215 MOVED by Councilor Mose copies be printed of the VALO Internet Survey Flyer to be included in the December issue of the Elnora Advance.

CARRIED

FINANCIAL

Monthly Statement November 2019

Res #2019-216 MOVED by Deputy Mayor Nelson the Monthly Statement for November 2019 be accepted as presented.

CARRIED

CORRESPONDENCE

- 9.1 **Alberta Health** – Red Deer Regional Hospital Infrastructure Expansion, Response
- 9.2 **Village of Delburne** – 3rd Annual Snowflake Saturday Parade, Invitation
- 9.3 **Municipal Services** – Municipal Census Data
- 9.4 **Service Alberta** – Broadband Internet
- 9.5 **Safety Codes Alberta** – Safety Codes Council Audit
- 9.6 **Statistics Canada** – Property Assessment Data Sharing Request
- 9.7 **City of Red Deer** – 2018 Annual FCSS Report
- 9.8 **Alberta Municipal Affairs** – Shallow Gas Tax Relief, Letter of Appreciation
- 9.9 **Telus** – Happy Holidays, Letter of Appreciation
- 9.10 **Elnora Library** – Xmas Basket Raffle, Note of Appreciation

Correspondence, December 10, 2019 (9.0)

Res #2019-2017 MOVED by Deputy Mayor Nelson that the correspondence for December 10, 2019 be filed.

CARRIED

COUNCIL REPORTS

10.1 Mayor Robert Aellen

- a) *Parkland Foundation* – Organizational & Regular Meetings, name change to 'Autumn Grove', auditor appointment

10.2 Deputy Mayor Nelson

- a) *FCSS* – Attended 2 meetings, minutes distributed
- b) *Elnora Library* – Update

10.3 Councilor Mose

- a) *Police Advisory Committee* – Minutes distributed, Peace Officer access
- b) *Hiway 21 Corridor Crime Watch* – Board appointed

Extend Regular Meeting

Res #2019-2018 MOVED by Mayor Aellen to extend the meeting past 10:00 pm

CARRIED

CAO & PUBLIC WORKS REPORTS

11.1 CAO

- a) *Administration Report* – November 2019
- b) *Sessions/Training*
 - Seniors Housing Open House, Delburne
 - Library/Youth Centre Facility Agreement

11.2 Public Work Report – October & November 2019

CAO & Public Works Reports, October/November 2019 (11.1a,b)

Res #2019-2019 MOVED by Deputy Mayor Nelson that the CAO reports for November 2019 and the Public Works Report for October/November 2019 be accepted.

CARRIED

CONFIDENTIAL

121.1 FOIP - Part 1, Division 2, Section 19

Closed Meeting, December 10, 2019

Res #2019-2020 MOVED by Deputy Mayor Nelson that Council go to Closed Meeting at 9:55 pm.

CARRIED

Open Meeting, December 10, 2019

Res #2019-2021 MOVED by Councilor Mose that Council return to Open Meeting at 10:40 pm.

CARRIED

Council meeting recessed at 10:40 pm

Council meeting reconvened at 10:45 pm

CAO Annual Review Date

Res #2019-2022 MOVED by Mayor Aellen to undertake the CAO Annual Review and the 2020/2022 Budget Meeting on December 18, 2019.

CARRIED

ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 10:48 p.m.

These minutes approved this _____ day of _____, 2019.

Robert Aellen, MAYOR

Sharon Wesgate, CAO