

**MINUTES OF REGULAR MEETING**  
**OF THE VILLAGE OF CHIPMAN**  
**June 12, 2006**

**CALL TO ORDER:**

Mayor Jim Palmer called the regular monthly meeting to order at 8:02 p.m.

**PRESENT:**

In attendance were Councillors Stead and Stribling, Administrator Pat Tomkow and Executive Assistant Susan Campbell.

Three members of the public were in attendance.

**ADOPTION OF AGENDA:**

M#67-2006 Stead: that the agenda be adopted as printed and distributed together with the following addition:

- 9. b) ix) Risk Management Seminar

Carried Unanimously

**ADOPTION OF MINUTES:**

M#68-2006 Stead: that the Minutes of Regular Council Meeting held May 8, 2006 be adopted as printed and distributed.

Carried Unanimously

**DELEGATIONS:**

a) Tamara Seipert – Retrieval of First Aid/CPR certificates sent to wrong people  
Ms. Pat Smith spoke on Ms. Seipert's behalf about First Aid certificates not yet received for a course taken by Mike and Tamara last year. After discussion, it was agreed that:

- Concillor Stead will ensure that new certificates are issued and sent to the Seipert's at P.O. Box 99, Chipman, T0B 0W0 within two weeks; and
- Tamara will attend at the Village Office to pay \$70 for the course registration

b) Chipman Car Crafters – parking issues

Harvey Hauer attended on behalf of the Car Crafters to discuss issues arising out of this year's event:

- Village: people parking in the Highway Park and the possibility of using the fair grounds for parking; the need for more people to direct traffic in/out of the park; whether Car Crafters would supply volunteers, the week before Show 'n Shine, to help the Village get ready for the event; whether Car Crafters would be willing to consider holding the Show 'n Shine on the same week-end as Fair Days
- Police: people parking on the north side of Highway 15 and crossing without assistance. The police are willing to train someone to direct traffic.
- Car Crafters: would like to have a Mayor's Choice trophy next year and would like to be able to do their photocopying at the Village Office again. Car Crafters would be happy to volunteer the week before the event.

Mr. Hauer agreed to convey the Village's concerns, and the suggestion to hold Show 'n Shine and Fair Days on the same week-end, to Car Crafters members at their next meeting. Council and Mr. Hauer agreed that Car Crafters will come to a Council meeting a month or two before the 2007 Show 'n Shine to finalize logistics.

**BUSINESS ARISING OUT OF MINUTES:**

a) Lamont County Urban Weed Control Program

The Village Foreman advised that the village will not apply for funding under this program.

b) 2006 Roadwork & 47<sup>th</sup> Avenue Sidewalks Project (update)

The Administrator advised that a \$22,500 contract was signed, and paving 15' of road and pouring sidewalks in front of the National Hall is underway. The rainy weather has delayed work, but the project should be completed by mid-June.

47<sup>th</sup> Ave.: No petition having been filed against the Local Improvement Plan, the sidewalks will be installed before fall 2006.

**FINANCIAL REPORTS:**

Statement of Operating Revenues/Expenditures to May 30, 2006

For the month of May, Village expenditures exceeded revenues by \$17,000. The Administrator noted that tax accounts will be going out at the end of June, and revenues will increase thereafter.

M#69-2006 Stribling: to adopt the Statement as presented.

Carried Unanimously

**PAYMENT OF ACCOUNTS:**

M#70-2006 Palmer: that the accounts covered by cheque numbers 2006-0154 to 2006-0211 inclusive for the total sum of \$65,006.48 be and are hereby approved for payment.

Carried Unanimously

**CORRESPONDENCE (Information Items):**

a) Ty Lund, Minister of Infrastructure and Transportation – 2006 cost-shared funding Letter dated May 4, 2006 confirming three 2006 Infrastructure and Transportation grant s to Chipman: Alberta Municipal Infrastructure Program (\$100,000), New Deal for Cities and Communities (\$9,533) and Streets Improvement Program (\$16,666).

b) Infrastructure Canada

The federal-provincial project claim of \$41,800 (a 2005 receivable) has been processed and direct deposited to the Village.

c) Town of Bruderheim Invitation: - Canada Day parade

d) Town of Lamont Invitation – July 29<sup>th</sup> fair days parade

Council discussed the need for a Chipman float for parades – the above 2 as well as Vegreville's 100<sup>th</sup> anniversary celebration in August. Councillor Stribling agreed to call about a carver in Port Alberni who might be able to carve a coyote.

e) Bill Boskwick – Emergency Management Alberta – checklist May 4<sup>th</sup> meeting

Council reviewed the letter of thanks from Mr. Boskwick concerning the May 4 meeting with Mayor Palmer, Pat Tomkow and Toni Nygren to review Chipman's Municipal Emergency Plan and Checklist.

M#71-2006 Stead: that the correspondence items be received as information.

Carried Unanimously

**OTHER BUSINESS:**

a) Lamont County – Notice June 19 Appeal Hearing – Soaring Club grass runway

The Village received notice of an appeal against the issuance of Development Permit 1956/06 to the Edmonton Soaring Club for an additional runway. Council discussed whether to present a written brief.

M#72-2006 Stead: that Council not respond to the Notice.

Carried Unanimously

b) Allied Paving – Quote 50<sup>th</sup> Street Paving

Council reviewed the quote (\$22,500) for paving in front of the National Hall; work is now underway.

c) Attendance @ Fire Chief's Convention June 2006 G. Stead

Council discussed various matters relating to the Fire Hall, and attracting and keeping volunteer Fire Fighters. There was consensus that Councillor Stead, as Fire Chief, attend the 2006 Convention.

d) Variance Request for Driveway – Wayne Verhulp

Council reviewed the request and confirmed that Land Use By-Law 486-2000, s. 8.7 1. (g) prohibits parking space in a front yard except where there is a dedicated driveway. Council declined to authorize a variance but agreed to inform Mr. Verhulp that corrective action will be taken to ensure that the back alley is accessible and useable year-round.

#73-2006 Stead: that the Town Foreman be instructed to take appropriate action to ensure that the alley allows adequate access to the parking available to Mr. Verhulp behind his property at 4827 50 Ave.

Carried unanimously

e) Purchase offers mobile home (tax recovery property), Lot 11, Block 6

The Administrator advised that the current owner owes \$5,400.00 in taxes. Potential buyers will be advised that they can put a double-wide trailer or a modular home, with a basement, on the site.

#74-2006 Stead: that Council authorize the demolition and removal of the trailer now located on the site.

Carried unanimously

f) 2006 Budget

The Administrator provided clarification on the Budget as tabled. The municipal mill rate will decrease, as will taxes. 2006 is the last year for sidewalk frontage assessment; therefore, there will likely be another tax decrease next year. The Village has a balanced budget for 2006.

2006 Budget Estimates: The 2006 Operating Budget proposes revenues of \$342,755 to finance expenditures of \$337,527 for an annual operating surplus of \$6,228.00. The effect of the budget resulted in a 2 mill decrease on the municipal portion of residential and non-residential properties.

On the Capital side the following projects will be financed as follows:

- Basement completion Admin Building	\$ 24,000	2005 GST Rebate
- Road Upgrades, Curbs & Sidewalks	516,370	Reserves, Debenture Proceeds, Prov. Grants
- Equipment Purchases	8,650	Prov. Unconditional Grant
- Truckfill Completion	25,000	Agricultural Initiatives Program Grant

Council discussed and requested clarification for certain items in the Fire Department's budget. Mayor Palmer advised that the large table currently in the Fire Hall will be moved to the new downstairs meeting room in the Village Office, and the Village will find a replacement table for the Fire Hall. The Village will also replace the damaged front window.

#75-2006 Stribling: that Council pass the Budget as presented.

Carried unanimously

g) 2006 Tax Rate By Law No. 514-2006

The Village Administrator indicated that the main effect of the By-Law would be to increase the amount payable as a property tax on vacant and improved residential properties to \$200 (from \$150) and \$450 (from \$400 and \$425) respectively.

#76-2006 Palmer: moved that ByLaw 514-2006 To Authorize the Rates of Taxation to be Levied Against Assessable Property within the Village of Chipman for the 2006 Taxation Year receive 1<sup>st</sup> Reading

Carried unanimously

#77-2006 Stribling: moved that ByLaw 514-2006 To Authorize the Rates of Taxation to be Levied Against Assessable Property within the Village of Chipman for the 2006 Taxation Year receive 2<sup>nd</sup> Reading

Carried unanimously

#78-2006 Stead: moved that Council proceed with Third and Final Reading of ByLaw 514-2006 To Authorize the Rates of Taxation to be Levied Against Assessable Property within the Village of Chipman for the 2006 Taxation Year

Carried unanimously

#79-2006 Palmer: moved that ByLaw 514-2006 To Authorize the Rates of Taxation to be Levied Against Assessable Property within the Village of Chipman for the 2006 Taxation Year receive Third and Final Reading.

Carried unanimously

**REPORTS:**

a) Administrator's Report

A verbal report from administration noted the following:

- Notices to cut grass have been prepared for 7 properties; the Town Foreman will confirm whether more notices are required, and letters will be sent next week
- Alberta Municipal Affairs is working on a major review of models and rates for assessing industrial properties, to be completed by 2007
- The Ministry of Community Development has sent a thank you letter for our participation in the Centennial Legacies Grant Program (e.g. time capsule, Chipman diskettes)
- There is an upcoming AUMA Risk Management Seminar
- There is a fairly large number of unpaid water bills
- Municipal Affairs has sent two letters; one seeking nominations for awards for innovative practices (the small municipalities award) and one announcing funds for West Nile Virus (limited to the southeast portion of the province).
- A review of the Conflict of Interest Act is underway through the Legislative Assembly

M#80-2006 Stribling: that the Administrator's report be accepted for information.

Carried unanimously

b) COMMITTEE REPORTS:

i) Ambulance Report

No meeting scheduled. Council was reminded that it is the responsibility of event organizers to ensure that an ambulance is available.

ii) Fire Department

Discussed in the context of the Budget for 2006

iii) Regional Solid Waste Commission Report

No meeting scheduled

iv) Lamont Seniors' Foundation

The next meeting is scheduled for July.

v) Vegreville Corridor Water Services Commission

Chairman Palmer noted that the Commission is trying to develop a raw water line, for which it will need a license, as well as a 24/36" pipe.

vi) Chipman Agricultural Society

Councillor Stribling undertook to meet with the Agricultural Society well before next year's fair days to discuss improvements on marking the parade route (e.g. sandwich boards), parking, etc.

vii) FCSS

After this year, Chipman will likely withdraw and spend our money in our own community: to be discussed before year-end.

viii) LEAP

Nothing to report.

ix) Risk Management Seminar

Susan Campbell reported on the AAMDC Seminar she attended on May 30 (see summary and materials on file). The main points made by presenters throughout the day were: 1) have a written policy; 2) follow the procedure; and 3) document all actions and keep records for several years.

M#81-2006 Stead: that the Committee and Board Reports be accepted for information purposes.

Carried unanimously

M#82-2006 Stead: that Council meetings for July and August will be at the call of the Chairperson.

Carried unanimously

**ADJOURNMENT:**

Mayor Palmer adjourned the meeting at 11:10 p.m.

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Mayor, Jim Palmer

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Administrator, Pat Tomkow