

Village of Warburg:

Minutes of a Regular meeting of the **Council** of the Village of Warburg held Monday, September 10, 2018, in Council Chambers, Village of Warburg Municipal Office.

Call to Order

Mayor K. Maine called the meeting to order at 7:00 p.m. with the following in attendance:

COUNCIL members **PRESENT** at commencement:

Kevin Maine	Mayor
Tina Smith	Deputy Mayor
Dwayne Mayr	Councillor
Ivan Laing	Councillor
Steven Swartz	Councillor

Present from Administration:

Christine Pankewitz Municipal Administrator

**Additions
Changes to
the agenda**

The Chairman called for additions/deletions/changes to the agenda

R5995-09-18

D. Mayr MOVED:

That the agenda be adopted with the following additions:

- 6. u) Community Awareness
- 6. v) Warburg Library

Carried

3. Confirmation of Minutes

The Chairman called for confirmation of the minutes of the following Council Meeting:

- a) August 13, 2018 Regular Meeting

R5996-09-18

T. Smith MOVED:

That the minutes of our August 13, 2018 Regular meeting be adopted.

Carried

4. Public Presentations

- a) **Dani Mellian**

Ms. Mellian apologized for her behavior at the last meeting and brought forward correspondence from Draintech explaining the process for her sewer issue. Ms. Mellian once again asked for a full refund in the amount of \$1480.70 for the videoing and unclogging of her sewer line at 5115 – 53rd Street. Council reviewed and discussed the information received from Donald, owner of Draintech. Mayor Maine reported that he had some third party information that was confidential.

R5997-09-18

K. Maine MOVED:

That the above matter be moved to the In-Camera portion of the meeting due to third party confidentiality.

Carried

- b) **Jeff Janzen – see 6. K).**

Lynda Cuppens and Jeff Janzen were present to discuss the Cloverleaf Manor Automatic Transfer Switch to current fire pump. They noted that the tendering, contract and work for the switch installation would be the responsibility of the Village of Warburg and all the cost incurred directly related to the installation of the switch would be reimbursed by the province. Ms. Cuppens noted that the province approved \$900,000 towards this project.

Public Works Employee Rob Tessier gave Council background information in regards to what is required to be code for the fire sprinkler system at the Cloverleaf Manor and how this automated switch to the current fire pump will work.

Commissioning of the project will be done at the completion of the whole project by WSP.

R5998-09-18

D. Mayr MOVED:

That the Village of Warburg tender and contract the work for the for the automatic switch installation to the current fire pump.

Carried

c) **Brittany McConaghy (or Representative)**

Andy Aggus was present, on behalf of Ms. McConaghy, to discuss the 2018 taxes and arrears, the deck, the compliance letter, garbage and recycling days and the Unsightly Premises Warning. Mr. Aggus noted that the \$5,000 retainer for bringing the deck to code was returned to the previous owner due to the compliance certificate.

Administrator Pankewitz explained the tax notice process, what the Compliance Certificate is based on, on the building permit for the deck and inspections, and on the discussion in regards to garbage and recycling days.

R5999-09-18

K. Maine MOVED:

That administration forward a letter to Ms. McConaghy's lawyer clarifying what the Compliance Certificate was based on.

Carried

R6000-09-18

T. Smith MOVED:

That the Village of Warburg forgive the August 1st, 2018 tax penalty on Ms. McConaghy's tax roll.

Carried

5. **Finance**

a) **Financial Statement**

R6001-09-18

T. Smith MOVED:

That the Financial Statement to July 31, 2018 be received as information.

R6002-09-18

T. Smith MOVED:

That the Village of Warburg transfer \$5,000 to account #212111 from account # 232110.

Carried

b) **Budget Status to July 31, 2018**

R6003-09-18

T. Smith MOVED:

That the Budget Status to July 31, 2018 be received as information.

Carried

6. **New Business**

a) **North Saskatchewan Watershed Alliance**

Council reviewed and discussed the request from NSWA to contribute \$383.00 to their Alliance.

R6004-09-18

T. Smith MOVED:

That the Village of Warburg will not contribute to the NSWA at this time.

Carried

b) **Subdivision & Development Board Training**

Council reviewed the training dates for Subdivision and Development Appeal Board training.

R6005-09-18

T. Smith MOVED:

That Mayor Maine be authorized to take the Subdivision and Development Appeal Board training.

Carried

c) **Amethyst Transport Rural Bus Link**

Council discussed the information and the questionnaire received from Amethyst Transport Rural Bus Link.

R6006 -09-18

K. Maine MOVED:

That administration complete the questionnaire to evaluate the feasibility of implementing a commuter bus and freight service from the rural communities in the Edmonton Area to connect them to the City and International Airport.

Carried

d) **Leduc & District Food Bank**

Council reviewed and discussed the funding request for the Leduc & District Food Bank Association for 2019.

- R6007-09-18 D. Mayr MOVED:
That the Village of Warburg budget a minimum of \$500.00 to the Leduc & District Food Bank Association for 2019.

Carried
- e) **Bylaw #156/18**
Council reviewed and discussed Bylaw #156/18 cited as the Village of Warburg Business Bylaw.
R6008-09-18 First reading MOVED by Deputy Mayor Smith.

Carried
- R6009-09-18 Second reading MOVED by Councillor Swartz.

Carried
- R6010-09-18 MOVED by Councillor Mayr that Bylaw #156/18 be given third and final reading.

Carried unanimously
- R6011-09-18 Third reading MOVED by Mayor Maine.

Carried
- f) **Esther Keen**
Council reviewed the letter from Ms. Keen in regards to her tax payment on June 4th being paid to the wrong payee, which was not noticed until after the penalty date.
R6012-09-18 **Swartz MOVED:**
That the Village of Warburg credit Ms. Keen's tax account the amount of the August 1st, 2018 penalty towards the 2019 taxes.

Carried
- g) **Cannabis Fire Safety Workshops**
Council reviewed the information in regards to the Cannabis Fire Safety Workshops.
R6013-09-18 K. Maine MOVED:
That administration forward the Cannabis Fire Safety Workshop information to the Fire Department.

Carried
- h) **MAP Review Report**
Council reviewed the Village of Warburg Municipal Accountability Review Report.
R6014-09-18 T. Smith MOVED:
That the MAP Review Report be made available for the Public as per our Public Participation Bylaw.

Carried
- R6015-09-18 D. Mayr MOVED:
That once the action plan is completed by administration that it be forwarded to Council for their review.

Carried
- i) **ARPA – Greener Facilities Conference**
Council reviewed and discussed the information received in regards to the 2nd Annual Greener Facilities Conference and Expo on November 14th and 15th.
R6016-09-18 T. Smith MOVED:
That our Recreation Coordinator attend the 2nd Annual Greener Facilities Conference and Expo if available to do so.

Carried

j) Peace Officer Services

Council reviewed and discussed the Memorandum of Agreement for the Town of Calmar to provide Peace Officer Services to the Village of Warburg.

R6017-09-18

K. Maine MOVED:

That we do not approve the Peace Officer Services agreement at this time and that Administration investigate other options.

Carried

k) Cloverleaf Manor Automatic Transfer Station

See 4. B).

l) Telus Contract

Council reviewed the Customer Agreement with Telus.

R6018-09-18

D. Mayr MOVED:

That the Village of Warburg approve and sign the Customer Agreement with Telus.

Carried

m) Disaster Forum 2018 Workshop

Council reviewed the information in regards to the Disaster Forum 2018 Workshop in Edmonton. The AEMA Annual Seminar was also discussed.

R6019-09-18

K. Maine MOVED:

That Mayor Maine and Councillor Mayr be authorized to attend the Disaster Forum 2018 Workshop if able to do so.

Carried

R6020-09-18

K. Maine MOVED:

That Mayor Maine and Councillor Mayr be authorized to attend the AEMA Annual Seminar if available to do so.

Carried

n) Comfort Station

Council discussed the costs for the comfort station for the RV Park/Spray Park.

R6021-09-18

K. Maine MOVED:

That we approve the updated costs received from Mercon Construction for the RV Park/Spray Park Comfort Station.

Carried

o) Spray Park

Council reviewed the Scope Change Order received from Keystone Field Engineering for the Warburg Splash Park. A meeting will be held with Keystone in regards to the change orders.

Council reviewed and discussed the Spray Park Rules, Policies and Guidelines.

R6022-09-18

T. Smith MOVED:

That the Village of Warburg approve the Warburg Spray Park Rules, Policies and Guidelines with amendments.

Carried

p) Merv's Truck Parts – meeting date?

The Village sent a request to Mr. Defoe for 3 meeting dates to be received prior to September 10th, 2018. No dates were received from Mr. Defoe for a meeting as requested.

R6023-09-18

q) ATCO Gas Franchise Fee

Council reviewed and discussed the ATCO Gas Franchise Fee for 2019.

D. Mayr MOVED:

That the franchise fee remain the same as previous years at 10%.

Carried

r) Bylaw #157/18

Council reviewed Bylaw # 157/18 to establish rates and fees for services provided by the municipality.

R6024-09-18 First reading MOVED by Deputy Mayor Smith. Carried

R6025-09-18 Second reading MOVED by Councillor Swartz. Carried

R6026-09-18 MOVED by Councillor Mayr that Bylaw #156/18 be given third and final reading. Carried unanimously

R6027-09-18 Third reading MOVED by Mayor Maine. Carried

s) Bylaw # 153/18

Council reviewed and discussed Bylaw #153/18 cited as the Community Standards Bylaw.

R6028-09-18 K. Maine MOVED:
That administration make the amendments and find out what other municipalities do with standing water on lots. carried

t) Xplornet – Ground Site Agreement

Council reviewed and discussed the Xplornet Ground Site Agreement.

R6029-09-18 D. Mayr MOVED:
That the Village of Warburg approve and sign the Ground Site Agreement with Xplornet Communications Ltd. Carried

u) Community Awareness

The Community Awareness is on September 11, 2018 at the Warburg School.

R6030-09-18 K. Maine MOVED:
That any member of Council wishing to attend the Community Awareness be authorized to attend. Carried

v) Warburg Library

The Warburg Library requested approval from Council to approve Sharon Hansen from L. A. Business Solutions as their auditor.

R6031-09-18 I. Laing MOVED:
That the Village of Warburg approve Sharon Hansen as the auditor for reviewing the Warburg Library Board's Financial Statements. Carried

7. Councillor/Committee Reports

a) Arena

K. Maine reported on the Arena upgrades and that the ice is in.

b) Leduc/Nisku EDA

Council reviewed the updates provided from the Leduc/Nisku EDA.

c) Industrial Development Plan

K. Maine and D. Mayr reported on the B & A Kick Off meeting with introductions from B & A. B & A reviewed their proposal in detail with opportunity for questions and clarifications.

8. CAO Report
R6032-09-18

T. Smith MOVED:
That Administrator Pankewitz's August report be received as information.

Carried

9. Correspondence
R6033-09-18

K. Maine MOVED:
That the following correspondence be received as information.
a) Warburg Cultural Society
b) AUMA – Alberta Police Act

carried

11. In-Camera
R6034-09-18

K. Maine MOVED:
That Council go in-camera at 10:37 p.m. due to personal and legal and third party discussion.

Carried

R6035-09-18

K. Maine MOVED:
That Council return to open meeting at 11:20 p.m.

carried

Mayor Maine requested a recorded vote.

R6036-09-18

I. Laing MOVED:
That the Village of Warburg reimburse Ms. Mellian for the costs for videoing and unclogging the service line to 5115 – 53rd Street.

Carried

Councillor Mayr, Councillor Laing and Councillor Swartz voted in favour.
Mayor Maine and Deputy Mayor Smith were opposed.

Adjournment
R6037-09-18

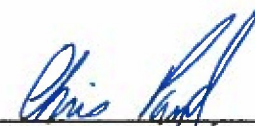
K. Maine MOVED:
That the Council meeting be adjourned at 11:30 p.m.

carried

These minutes approved this 9th day of October, 2018.



Mayor Kevin Maine



Christine Pankewitz
Municipal Administrator