



## AGENDA

### VILLAGE OF ACME REGULAR COUNCIL MEETING MONDAY, October 13, 2015 6:30 pm

#### VILLAGE OF ACME COUNCIL CHAMBERS

#### CALL TO ORDER

**1. AGENDA**

1.1 Approval of Agenda

**2. DELEGATIONS**

**3. APPROVAL OF MINUTES**

3.1 Regular Council Meeting of September 28, 2015

**4. BUSINESS**

**5. INFORMATION ITEMS**

**5.1 Correspondence**

5.1.1 Marigold Library System, October 5, 2015 – Budget Estimates (2016)

**5.2 Circulated**

5.2.1 Communications Committee Request for Membership Applications

**5.3 Council Perusal Basket**

5.3.1 Bieseker Community Links Celebration, Oct. 21, 2015

**5.4 Meetings, Courses and Events**

5.4.1 Council Meetings:

October 26, 2015 Regular Council Meeting (Organizational Meeting)

5.4.2 Courses:

5.4.3 Events:

Regional Partnership Meeting, Nov. 9, 2015 (Acme)

#### REPORTS

**6.1. Financial Reports**

6.1.1 Accounts Payable - as of October 13, 2015 – On Table

6.1.2 Bank Reconciliation Report (n/a)

6.1.3 Financial Report (Year-to-date)

**7.2 Administrative Reports**

7.2.1 Chief Administrative Officer (September)

7.2.2 Public Works (September)

**7.3 Councillor Reports**

- 7.3.1 Mayor McLeod
- 7.3.2 Deputy Mayor Kuiken
- 7.3.3 Councilor Bates
- 7.3.4 Councilor Daubert
- 7.3.5 Councilor Gilmore

**7. IN CAMERA**

- 7.1 Tax Sale Property – “Upset Price”
- 7.2 Campground Contract 2016

**8. ADJOURNMENT**

RFD – Request For Decision  
E - Enclosure

**VILLAGE OF ACME**

**MINUTES OF THE September 28, 2015  
REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF ACME  
AT THE COUNCIL CHAMBERS OF THE ACME VILLAGE OFFICE,  
203 CLARK STREET, ACME, ALBERTA  
COMMENCING AT 6:30 PM.**

**PRESENT**

Mayor	Bruce McLeod
Deputy Mayor	Dennis Kuiken
Councillor	Jason Bates
Councillor	Ross Gilmore
Councillor	Lucy Ann Daubert

**OTHERS PRESENT**

Chief Administrative Officer      Mark Brennan

**Mayor McLeod in the Chair:**

Mayor McLeod called the meeting to order at 6:30 p.m.

**1.0 ADOPTION OF AGENDA**

Additions to the Agenda:

258/15

**JASON BATES**

IT WAS RESOLVED to adopt the agenda as presented.

CARRIED

**2.0 DELEGATIONS**

**2.1 Sgt. G. Demmon: RCMP Semi-Annual Report**

Sgt. Demmon went over the statistics for the year-to-date. Generally speaking, there was nothing unusual to report.

**3.0 MINUTES**

259/15

**LUCY ANN DAUBERT**

The Minutes of the Regular Meeting of the Council of the Village of Acme held September 14, 2015, and there being no errors, omissions or corrections, and the Councillors all having read them, are approved as distributed.

CARRIED

#### **4.0 BUSINESS**

##### 4.1 Fortis Alberta Franchise Fee

260/15

##### **DENNIS KUIKEN**

IT WAS RESOLVED that the Fortis Alberta franchise fee remain as is for 2016.  
CARRIED

##### 4.2 Budget Allowance for Wellness Centre

261/15

##### **JASON BATES**

IT WAS RESOLVED that the CAO be directed to increase the budget allowance for the Wellness Centre from \$500 to \$1000 in the 2016 draft budget.  
CARRIED

#### **5.0 INFORMATION ITEMS**

##### **5.2 Circulated**

##### 5.2.1 Kneehill County Strategic Plan

Council had no formal comment on the plan at this time.

##### **5.4 Meetings, Courses and Events**

##### 5.4.1 Council Meetings:

October 13, 2015 Regular Council Meeting  
Organizational Meeting (Council), Oct. 26, 2015

##### 5.4.2 Courses:

##### 5.4.3 Events:

Acme Scool Awards, Oct. 8, 2015 (2:00 pm)  
Regional Partnership Meeting, Nov. 9, 2015 (Acme)

#### **6.0 REPORTS**

##### **6.1 Financial Reports**

##### 6.1.1 Accounts Payable – as of September 28, 2015.

262/15

##### **ROSS GILMORE**

That the accounts payable as of September 28, 2015 are approved.

CARRIED

##### 6.1.2 Bank Reconciliation Report (Sept.)

263/15

##### **JASON BATES**

That the Bank Reconciliation Report for September be approved.

CARRIED

## 6.2 Administrative Reports

### 6.3 Councillor Reports

#### 6.3.1 Mayor McLeod

Advised that the AUMA went well. He attended several course that were informative. The government reported that they are putting money back into education, transportation and tourism.

#### 6.3.2 Deputy Mayor Kuiken

Has two meetings coming up -- one with Palliser, the other with the Kneehill Housing committee.

#### 6.3.3 Councillor Bates

No report.

#### 6.3.5 Councillor Daubert

No report.

#### 6.3.4 Councillor Gilmore

Has a Doctor Retention meeting coming up on October 18<sup>th</sup>.

264/15

#### LUCY ANN DAUBERT

Moved that all Administrative and Councillor reports, as recorded on the agenda for September 28, 2015 be accepted for information and filing.

CARRIED

## 9. ADJOURNMENT

265/15

#### BRUCE MCLEOD

It was moved to adjourn the meeting at 7:12 pm.

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MAYOR

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C.A.O.

October 5, 2015

**TO: Councils and Special Areas Board**  
**FROM: Michelle Toombs, CEO, Marigold Library System**  
**RE: Marigold Library System — 2016 Budget Estimates**

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Marigold Library System has 44 member municipalities with 37 libraries and 13 book deposits located throughout the region covering 53,646 sq. km. Marigold is a member of TRAC (The Regional Automation Consortium) along with Yellowhead, Northern Lights and Peace Library Systems. Based on resident population, Marigold is the third largest library system in Alberta, following Calgary and Edmonton.

Marigold's annual budget estimate for 2016 is \$4,940,926 which is a 7% increase from the Board approved 2015 budget of \$4,609,705. Population increase for the past year was 8%.

## Revenue

Revenue is pooled so that all member libraries and Marigold residents receive high quality library service.

### Municipal and library board levies:

The projected per capita levy rates for 2016 are noted below. Total levy amounts for each municipality will be confirmed when the official population figures for Alberta municipalities are released by Municipal Affairs at year's end. For the purpose of the 2016 Budget Estimates, a 3% population increase has been factored into these estimates:

Municipalities with library boards	206,805 @ \$5.83 = \$ 1,205,673
Municipalities without library boards	82,203 @ \$9.39 = \$ 771,886
Library boards	206,805 @ \$4.50 = \$ 930,622

### Provincial grants:

According to Diana Davidson, Director of Public Library Services Branch, Municipal Affairs: "the 2015-2016 public library operating grants are calculated based on the Municipal Affairs 2014 Official Population List and with a \$0.10 increase in the per capita rate since last fiscal." Each spring, Municipal Affairs confirms which year's official population figures will be applied to the provincial operating grants for that year.

System operating grant	280,855 @ \$4.70 = \$ 1,320,019
*Library services (rural) grant	82203 @ \$5.55 = \$ 456,226

\*paid to Marigold on behalf of municipalities without library boards

Marigold's commitment to providing members with a range of library services and programs is demonstrated in the Marigold Purchasing Program — a service for sourcing products for our member libraries at their request, for reimbursement and at a discount. Marigold's participation in the Public Purchasing Group (PPG) allows for savings of up to 70% on office supplies. Products also include computer hardware, software, toner for printers, stationary items, furniture and supplies for library programs.

Marigold's service population is 2 ½ times what it was in 2004. Meeting, training, office and storage spaces are undersized and inefficient in this 50 year-old headquarters building. Marigold's Executive and Building committees state: "The new building will be a practical building that will improve overall operational efficiency with the potential to share loading and shipping area, meeting rooms, kitchen facility and bathrooms with a like-minded partner."

## Process

Marigold Board discusses and approves the budget estimates at the August Board meeting. The estimates are sent to all participating municipalities and Special Areas Board by September 15<sup>th</sup> in accordance with Paragraph 37 of the Marigold Agreement. The first draft of the budget will go to the Marigold Board in November 2015 and the final budget goes to the Board for approval in January 2016.

If you have any questions about these budget estimates or Marigold's vision for a new building, please contact:

Michelle Toombs, CEO,  
Marigold Library System  
E: [michelle@marigold.ab.ca](mailto:michelle@marigold.ab.ca)  
T: 1.855.934.5334 ext. 224

Enclosures:

Marigold Expenditures Estimate – Budget 2016  
Highlights – Strategic Plan Outcomes for VISION 2015  
Marigold Report for August 29 Board Meeting

## **COMMUNICATIONS COMMITTEE**

Council is looking for two individuals to serve on the Communications Committee, whose function is to design and implement a communications strategy.

### **Membership criteria:**

Mandatory: - Acme resident  
- 19 years or older

Desired: - Unbiased interest in well-being of the community and its residents  
- Knowledgeable of local government matters pertaining to Acme  
- Respect for the role of Council and willingness to abide by its directives  
- Effective communications skills and ability to work effectively as a member of a team, including respecting the role of the other members and working towards consensus  
- Formal or informal background in the area of communications and/or public engagement  
- No interest in promoting an interest group, a particular viewpoint or an agenda  
- Ability to commit the required time for 1 to 2 years

Please submit a written application, preferably with a resume to the Village Office, Attention: Mark Brennan, Chief Administrative Officer, prior to 4:00p.m., Wednesday, October 14, 2015.



# memo

## ***Village of Acme***

To: Council  
From: Mark Anthony Brennan, CAO  
Date: 10/9/2015  
Re: Monthly Report: Administration

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### Bylaw Enforcement:

- Met with CAO's from Three Hills and Trochu to discuss replacement Bylaw Officer. Placed ad. Conducted interviews.
- Met with Peace Officer (County) to discuss various files and priorities. Gave direction on some issues.
- Conducted on-site visits regarding unsightly premises, drainage, etc.
- Corresponded with several residents on enforcement matters. Verbal and in writing.

### Public Safety:

- Met with RCMP to discuss matters regarding the Village and to prepare report for Council (done on Sept. 28<sup>th</sup>).
- Preliminary review of Fire Department budget.

### Finance:

- Discussed Gas Tax grants with Alberta Transportation. Reviewed paperwork for applications.
- Responded to follow-up questions from Municipal Inspector's office.
- Initial review in preparation for draft budget (2016).
- Prepared monthly financial report.

### Land Use:

- Reviewed files and wrote reports for Municipal Planning Commission.
- Prepared/reviewed Certificates on Compliance.
- Corresponded with several parties on compliance issues.

### General:

- Met with Fortis Alberta to discuss their services.
- Attended regional (Kneehill) administrators' meeting.
- Met with Communications Committee. Drafted requirements for committee membership (public). Posted ad.
- Reviewed contracts for Campground, Transfer Site, etc.
- Minutes, agendas, correspondence.

## Public Works Report for Tuesday Oct. 13, 2015

### General Work Highlights

-Put in 4 yellow concrete posts near Gas Plus to prevent vehicles from damaging culverts. Opened up the culverts in the area and placed rocks around the culverts to stop erosion.

-Move Compost at transfer site.

-Land level and pothole repair

-Completed exercising valves. 50 valves

-Flushed hydrants. 28 hydrants.

-Fixed the swings at Heritage playground

-Put a muffler on the pump house exhaust

-Pulled out the old well pump and brought it to the shop to clean. Filled in the old well, cleaned up the site and seeded grass.

-Sinclair St: Is a mess. I brought in 6 loads of gravel to try and fix one area near G. Nuefelds house but its so soft and there are no ditches to drain water away. There's no gravel left on the road. It has large sunken wet areas and the ditches need to be dug out to move water. The road needs a major over haul.

- Winter banners are up

- We put in the monitor at the lift station. I'll report back in about a month

-Water break in Beiseker Oct 1-4.