



4.1

VILLAGE OF CHAMPION
April 18, 2016 Regular Council Meeting
MINUTES

The Village of Champion Regular Council Meeting was held in the Champion Council Chambers on Thursday, April 18, 2016, commencing at 7:00 p.m.

In attendance were: Mayor Jamie Smith, Councillor Aaron Matlock, Councillor Coltan Povey, and CAO Brady Schnell.

Regrets: Councillor Dick Ellis, and Deputy Mayor Trevor Wagenvoort.

	<u>CALLED TO ORDER</u>	Mayor Jamie Smith called the meeting to order at 7:00 PM
	<u>ADDITIONS TO THE AGENDA</u>	Remove; 8.2 2015 Financial Information Return.
2016-062	<u>ADOPTION OF AGENDA</u>	MOVED by Councillor Matlock to adopt the Agenda for the April 18, 2016 Regular Council Meeting, as presented. Carried.
2016-063	<u>ADPOTION OF THE MINUTES</u>	MOVED by Councillor Povey to adopt the Minutes of the April 4, 2016 Regular Council Meeting as presented. Carried.
	<u>DELEGATION</u>	Mr. Phil McFarland of KMPG Chartered Accountants discussed in detail the 2015 Audited Financial Statements, and the processes undergone to produce the document.
	<u>CAO REPORT</u>	6.1 CAO B. Schnell provided a written report and highlighted the following: <ul style="list-style-type: none"> • WinFin training Edmonton & LGAA Conference in Red Deer • 2015 audit by KPMG; 2016 Operating & Capital Budget • Tax arrears listing, and letters of notice • Municipal feasibility study; infrastructure audit RFP • Emergency management planning; CEMP progress • Development; MPC meeting, industrial subdivision application, permit applications, and complaints • 105th Anniversary Committee; contributions & insurance • Information Technology progress; website, social media, improving access & security. • Community services; planning the tree inventory & nursery • Public Works; pest control, Water plant estimates, seasonal recruitment, and the annual evaluation of F. Reis.

2016-064

6.2 Written Public Works report for March 2016 was provided.

MOVED by Councillor Matlock to accept the reports as presented.
Carried.

COUNCIL REPORTS

- 7.1 Councillor Povey reported on his attendance at the VBDS Annual General Meeting; also worked a Community Hall Board casino fundraiser in Lethbridge.
- 7.2 Regrets.
- 7.3 Regrets.
- 7.4 Nothing at this time.
- 7.5 Nothing at this time.

2016-065

MOVED by Councillor Povey to adopt the Council Reports as presented.
Carried.

ITEMS FOR ACTION

- 8.1 2015 Year-end Audited Financial Statements
TABLED due to an error found on the Cash Flow Statement of the presented documents. P. McFarland of KPMG will amend and recirculate.
- 8.2 2015 Financial Information Return
This item was removed from the agenda before it was adopted. Council is not required to approve the Financial Information Return each year.
- 8.3 2016 Operating & Capital Budget
Lengthy discussion took place; based analysis of utility services, tax collection, and operating requirements, the decision was made to increase the water and garbage flat rates to achieve cost-recovery on those services, and to create a reserve fund in 2016.

2016-066

MOVED by Councillor Matlock to approve the Village of Champion's 2016 Operating & Capital Budget, as amended.
Carried.

ITEMS FOR ACTION
CONTINUED...

8.4 Tax Rate Bylaw 2016-003

The 2016 municipal mill rate will remain unchanged from the previous year, while the Marquis and Alberta School Foundation Fund mill rates will be adjusted to collect only the required requisitions for 2016, based on the most recent assessment of the Village of Champion.

2016-067

MOVED by Councillor Matlock to approve first reading to the Village of Champion Tax Rate Bylaw 2016-003, as presented.

Carried.

2016-068

MOVED by Councillor Povey to approve second reading to the Village of Champion Tax Rate Bylaw 2016-003, as presented

Carried.

2016-069

MOVED by Councillor Matlock to give unanimous consent to have third and final reading to Bylaw 2016-003; Tax Rate Bylaw.

2016-070

MOVED by Councillor Povey to approve third and final reading to the Village of Champion Tax Rate Bylaw 2016-003, as presented

Carried.

8.5 Utility Services Bylaw 2015-0034

Based on discussions during the 2016 Operating & Capital Budget.

2016-071

MOVED by Councillor Povey to amend the Utility Services Bylaw Schedule A; Fees, Charges, Fines, and Penalties;

- part 2 b), Fee Structure for Water Utility, increase the flat rate by \$5.00 (five dollars) per month for all categories of customer, with the only exceptions being Hotels, and Properties outside of Village Limits, as they already pay a premium flat rate;
- part 4 a), Waste Management, increase the flat recycling/transfer site fee by \$2.00 (two dollars) per month for all customers;

changes to be effective as of March 1, 2016.

Carried.

ITEMS FOR DISCUSSION

Discussion on the following items took place; no motions arose as a result.

- 9.1 Tax Arrears Notice Letter; CAO B. Schnell has registered with Alberta Land Titles, those properties who are in more than 1-year in tax arrears, and further, identified 2 properties who have been registered since March 2014, and now as per the Municipal Government Act, are required to be sold at public auction. A copy of the letter of notice prepared by B. Schnell was provided for information.
- 9.2 Oldman Watershed Council Membership; it was decided that the free membership may be of value and CAO B. Schnell may attend the Champion delegate if he chooses.
- 9.3 Shawne Excavating & Trucking LTD; an estimate for the demolition of 4 Village owned properties was presented for consideration.

INFORMATION ITEMS

- 10.1. Records Management Grant Application to Alberta Community Partnerships response letter; not approved.
- 10.2 Land Use Planning Update Grant Application to Alberta Community Partnerships response letter; grant approved.
- 10.3 Regional Emergency Management Project Grant Application to Alberta Community Partnerships; grant approved.
- 10.4 Utility Arrears Letter of Notice, CAO B. Schnell
- 10.5 Tax Arrears Recovery Letter of Notice, CAO B. Schnell
- 10.6 Home Occupation Development Permit Application Letter of Notice, CAO B. Schnell
- 10.7 Farm Safety Center Request for funding
- 10.8 Alberta Seniors & Housing' Planning to Age in Place, a program to help seniors plan their retirement years. CAO B. Schnell has ordered 50 copies to provide free of charge.
- 10.9 Alberta Sport; 2016 Summer Games in Leduc July 14-17th
- 10.10 WCB, National Day of Mourning Announcement

2016-072

**INFORMATION
ITEMS CONTINUED..**

MOVED by Councillor Povey to accept the information items as presented.

Carried.

2016-073

IN-CAMERA

MOVED by Councillor Povey to move in-camera at 9:41 PM

Carried.

2016-074

OUT OF IN-CAMERA

MOVED by Councillor Matlock to move out of in-camera at 10:40 PM.

Carried.

2016-075

MOVED by Councillor Matlock to provide, as per the November 2014 CAO Salary Scale, a 2-step (6%) increase in salary for CAO. B. Schnell, effective April 1, 2016.

Carried.

**NEXT REGULAR
COUNCIL MEETING**

Regular Meeting, May 2, 2016 at 7:00 PM

ADJOURNMENT

Mayor Smith adjourned the meeting at 11:00 PM



Jamie Smith
Mayor



Brady Schnell
CAO, & Recording Secretary

