

## VILLAGE OF IRMA

Minutes of the Regular Meeting of Irma Village Council held February 13, 2018 at 7:00 p.m. in the Irma Village Council Chambers.

- CALL TO ORDER:** Mayor Dennis Fuder called the meeting to order at 7:00 P.M.
- PRESENT:** Mayor Dennis Fuder, Deputy Mayor Joan Green, Councillor Doug Coubrough, Councillor Richard Langley, Councillor Vance Fuder, and CAO Neil Loonen
- GALLERY:**
- DELEGATION:** Brian King 2017 Audit  
Terry Russell
- AGENDA:**  
Motion: 18-18 MOVED BY Councillor Richard Langley that the agenda be accepted as printed for the February 13, 2018 meeting  
Carried
- APPROVAL OF REGULAR MEETING MINUTES:**  
Motion: 18-19 MOVED BY Councillor Richard Langley that the Village of Irma's regular meeting minutes of January 9, 2018 be accepted as printed  
Carried
- APPROVAL OF REGULAR FINANCIALS:**  
Motion: 18-20 MOVED BY Councillor Doug Coubrough that Village of Irma approve the month of January's Financial Balance sheet be accepted as information.  
Carried
- APPROVAL OF ACCOUNTS PAYABLE:**  
Motion: 18-21 MOVED BY Deputy Mayor Joan Green that the Village of Irma approve the following accounts for payment listing the following cheque numbers 12759- 12828, and DW 18-1-DW18-4.  
Carried

### Village of Irma 2018 Site 20

**From: 2018/01/01 To:  
2018/01/31**

Vendor Name	Purpose	Cheque	Amount
Payroll	Payroll	12759	\$ 1,788.82
Payroll	Payroll	12760	\$ 326.76
Payroll	Payroll	12761	\$ 1,945.37
Payroll	Payroll	12762	\$ 1,219.65
MasterCard	Stamps - Utility Bills	DW18-	\$ 178.50

Initials of Mayor and CAO:

		1	
Alberta Fire Chief's Association	R. Larson Membership	12763	\$ 378.00
Alberta Municipal Services Corporation	Power	12764	\$ 4,891.01
Bumper to Bumper	ICE - Pipe Freezer	12765	\$ 5,725.74
CCI Wired	Water plant Internet	12766	\$ 73.49
Chauvin, Village of	ICE Skid Steer Fuel/Oil	12767	\$ 515.26
Coubrough, Douglas	Remuneration	12768	\$ 234.10
Direct Energy Regulated Services	Natural Gas	12769	\$ 1,943.64
Eagle Lock & Glass Ltd.	Shop door and 2 fire hall locks	12770	\$ 315.00
East Central 911 Call Answer Society	911 Fees	12771	\$ 3,334.40
Emter, Douglas	November - December 2017	12772	\$ 60.00
Federation Of Canadian Muni	2018-2019 Membership	12773	\$ 243.87
Fenton, Blair	November - December 2017	12774	\$ 12.50
Fuder, Dennis	Reimburse parking	12775	\$ 80.00
Fuder, Vance	Remuneration	12776	\$ 200.00
Gosselin, Kara	Janitor Contract	12777	\$ 550.00
Green, Joan	Remuneration	12778	\$ 100.00
Guard, Ray	November - December 2017	12779	\$ 120.00
ICE Village Committee	ICE Requisition per capita	12780	\$ 521.00
Irma Co-op	PW Fuel, supplies. admin supplies	12781	\$ 1,462.75
Jordan, Tyler	November - December 2017	12782	\$ 40.00
Lakeland Communications	Fire Radio Batteries	12783	\$ 1,268.40
Langley, Richard	Remuneration	12784	\$ 533.00
LaPointe, Stephanie	November - December 2017	12785	\$ 110.00
Larson, Robert	November - December 2017	12786	\$ 62.50
Local Authorities Pension	LAPP	12787	\$ 1,647.21
McKee Electric	Repair outside lights	12788	\$ 153.30
Michael Smith o/a A2Z Safety	2 - 20lb extinguisher and brackets	12789	\$ 532.35
Newton, Devon	November - December 2017	12790	\$ 80.00
Nissen, Eric	November - December 2017	12791	\$ 112.50
Pomeroy, Linda	November - December 2017	12792	\$ 20.00
Prior, Clair	November - December 2017	12793	\$ 120.00
Rinas, Cory	November - December 2017	12794	\$ 120.00
Rinas, Robert	November - December 2017	12795	\$ 90.00
Tomlinson, Darcy	November - December 2017	12796	\$ 100.00
Veer, Ken	November - December 2017	12797	\$ 68.75
Verreth, Jacob	November - December 2017	12798	\$ 100.00
Wainwright Assessment Group	Monthly Contract	12799	\$ 688.80
Wainwright Regional Waste to	November Weights	12800	\$ 466.02

Initials of Mayor and CAO:

Energy			
Waste Management of Canada Corporation	December Garbage pickup	12801	\$ 1,768.81
Weekly Review	Christmas Ad	12802	\$ 136.50
Wilson, John	November - December 2017	12803	\$ 70.00
Brandt Tractor Ltd.	Scraper and studded tires for ICE Skid steer	12804	\$ 4,394.25
Payroll	Payroll	12805	\$ 1,928.05
Payroll	Payroll	12806	\$ 644.32
Payroll	Payroll	12807	\$ 1,945.37
Payroll	Payroll	12808	\$ 1,323.28
Payroll	Payroll	12809	\$ 387.40
MasterCard	1 land title	DW18-2	\$ 10.00
MasterCard	Training - new MGA	DW18-3	\$ 190.71
MasterCard	water tests- freight	DW18-4	\$ 69.52
ADT Canada Inc.	Alarm system contract	12810	\$ 94.34
Alberta Urban Municipalities Association	AUMA Membership Basic Fee	12811	\$ 1,311.22
AMSC Insurance Services Ltd.	Benefits & adjustment	12812	\$ 1,880.68
B & R Eckel's Transport Ltd.	freight for Meter read gun	12813	\$ 56.71
Chem International	Sidewalk Ice Melt	12814	\$ 414.75
Edgerton, Village of	Dec & Jan. wages, supplies, benefits	12815	\$ 9,782.55
GFL Environmental Inc.	Contract	12816	\$ 1,358.70
LGAA	LGAA Membership Renewal	12817	\$ 89.25
Local Authorities Pension	Pension	12818	\$ 1,753.17
M.D. Of Wainwright	'17 Joint Reg Communication System	12819	\$ 2,749.38
Mckay Water Works	New water meter and meter read machine	12820	\$ 1,228.77
MCSNet	Internet - Admin/ FD/ PW	12821	\$ 73.40
Northern Lights Library System	Allocation of Municipal levy	12822	\$ 2,641.47
Revenue Canada	Income Tax Reduced	12823	\$ 4,877.26
Rocky Mountain Phoenix	2 Helmets	12824	\$ 288.75
Sharon Lutheran Church	Forward Gov't \$ for burial assistance	12825	\$ 350.00
Telus (Cellular)	Cell phones - Admin & PW & late fee	12826	\$ 129.51
TELUS Communications Inc.	phones & late fees	12827	\$ 741.18
Van Winssen, Peter	Commissioner Stamp /phone calls	12828	\$ 77.07

Initials of Mayor and CAO:

		Total	\$	75,299.06
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**DELEGATIONS**

The Village of Irma received their 2017 audit.

Motion: 18-22

MOVED BY Councillor Vance Fuder that the Village of Irma accept the Financial Statement for the 2017 year end presented by Brian King Corporation and make it available to the public on the website and through public viewing at the office during office hours.

Carried

Transfer Site

Motion: 18-23

MOVED BY Councillor Richard Langley that the Village of Irma set the presented transfer site list as the new transfer site list with the costs presented.

Carried

**POLICY REVIEW****BYLAW****BUSINESS ON GOING:  
HEAD STONE**

Motion: 18-24

A conversation was held about headstones at the cemetery.  
MOVED BY Councillor Doug Coubrough that the Village of Irma send a letter to the resident explaining that nothing will be done to the headstone as the headstone is not the property of the Village of Irma.

Carried

**STORM WATER ENGINEER**

Council was updated on the storm water management plan.

**TRAIN WHISTLE**

Motion: 18-25

Council was given the results of the survey.  
MOVED BY Councillor Vance Fuder that the Village of Irma remove this item from the agenda going forward.

Carried

**PLAYGROUND SAFETY**

No Action.

AUMA 2018

Waiting till campground will take reservations in March.

**STREET LIGHTS**

Administration will work on getting a map for the next meeting.

**NEW BUSINESS  
ACTION LIST**

Initials of Mayor and CAO:

Council received the Action List.

AUDIT 2017

Motion: 18-26

MOVED BY Councillor Doug Coubrough that the Village of Irma accept the quote for Brian King to be the Village Auditor for the years of 2018, 2019, 2020, and 2021.

Carried

WELL BUILDINGS

Council received information about the state of the current well buildings.

OPEN HOUSE

Motion: 18-27

MOVED BY Deputy Mayor Joan Green that the Village of Irma set the open house for the April 24, 2018.

Carried

GIC'S

Motion: 18-28

MOVED BY Councillor Vance Fuder that the Village of Irma setup a 1 year fully guaranteed redeemable GIC at either ATB or Encompass Credit Union, whichever has the best rate in the amount of \$117,538.00 for the MSI Capital amount from 2017.

Carried

Motion: 18-29

MOVED BY Councillor Vance Fuder that the Village of Irma setup a 1 year fully guaranteed redeemable GIC at either ATB or Encompass Credit Union, whichever has the best rate in the amount of \$188,073.00 for the Water System reserve account.

Carried

Columbarium

Motion: 18-30

MOVED BY Councillor Doug Coubrough that the Village of Irma accept the cemetery boards proposed policy change.

Carried

TRAINING 2018

Council heard the staff training plan for 2018.

MUNIWARE

Motion: 18-31

MOVED BY Mayor Dennis Fuder that the Village of Irma accept the revised quote from Muniware to include electronic payments for the three year term contract.

Carried

REQUISITIONS

Motion: 18-32

MOVED BY Deputy Mayor Joan Green that the Village of Irma pay the Irma Library board the same amount as last year which was \$2.13 with the census number of 521 residents for a total of \$1109.73.

Carried

Motion: 18-33

MOVED BY Deputy Mayor Joan Green that the Village of Irma pay the Northern Lights Library requested amount of \$2,641.47 and approve their budget.

Carried

Motion: 18-34                      MOVED BY Mayor Dennis Fuder that the Village of Irma pay the Wainwright FCS requested amount of \$3,828.00 and accept their 2018 budget.

Carried

Motion: 18-35                      MOVED BY Councillor Vance Fuder that the Village of Irma pay the requisition amount of \$3334.40 to East Central 911.

Carried

**M.D. SHARED BLUE BINS**

Motion: 18-36                      MOVED BY Councillor Richard Langley that the Village of Irma send a letter to the Municipal District of Wainwright No. 61 to see if they want to continue with the shared Blue Bin program being offered at the transfer site.

Carried

**SCHOOL GENERATOR SWITCH**

Information was given to council about a switch being able to be added for a generator for emergencies.

**COMPLAINTS**

**CORRESPONDENCE**

Land Request

Municipal Excellence Award

Motion: 18-37                      MOVED BY Deputy Mayor Joan Green that the Village of Irma send a letter requesting support for the Municipal Excellence Award application from the following groups; M.D. of Wainwright, Buffalo Trail Public School, and the Irma and School District School Enhancement Society.

Carried

Encompass Credit Union

Farm Safety

Share Station

Motion: 18-38                      MOVED BY Councillor Vance Fuder that the Village of Irma file all correspondence.

Carried

**REPORTS**

**HIGHWAY 14 Meeting**

Council received a report about the proposed work that will go along highway 14 for changes to the traffic area.

**Rob Lee Public Works Forman**

Initials of Mayor and CAO:

- snow removal focus
- Working on how much overtime is required for weekend snow removal
- Talked to council about the condition of the well shacks
- Water plant is keeping up to all requirements

### **Dennis Fuder Mayor OF IRMA**

#### Irma Recreation Board Jan 3

- Talked about the fence.

#### Wainwright and District Community Health Foundation Jan. 8

- Trees of life had a great turn out
- 10 Babies in Dec.
- Planning for the Gala

#### Wainwright Family Community Services Jan18

- Going to install a secure entry lock on main door
- Finalized the 2018 budget
- FCS will be celebrating 45 years. Have a cake and maybe beef on a bun
- Talks of raising the municipal funding seeing it has not been raised since I got on the board

#### Irma Recreation Board Jan 31

- Talked about policy
- Care taker job description

#### Wainwright and District Community Health Foundation Feb. 5

- Planning for the Gala
- ER hopes to be done in June
- Might be getting a resident Dr. around May.

### **Deputy Mayor Joan Green**

#### Battle River Foundation Meeting – January 15, 2018

- Budget Planning Meeting – Budget to be finalized at February meeting.
- ASCHA Convention- April 11- 13, 2018. Call for resolutions.
- Fire Suppression Project going well. Will send in a quote for Bulkheads to Gov't as they have agreed to pay the extra cost.
- Application will be sent in for Summer Job students.
- Interim Budget approved to pay bills until Budget finalized.
- Next meeting February, 20<sup>th</sup> as the 19<sup>th</sup> is Family Day.

#### Irma Library Board Meeting – January 17, 2018

- New Library plans discussed. Has been submitted.
- Marj Lawson – will be the Village Rep for NLLS Board.
- Annual General Report – will need to be approved at the next meeting.
- Jasper Library Conference was discussed.

Initials of Mayor and CAO:

- 4H – Feb 15<sup>th</sup>, Library will be opened for parents and children to use.
- Discussion re Open House. Some discussion. Will be held in April.
- Discussed proposed budget – Dollars are very tight. A presentation will be made to the Rec Board for funding.
- Next Meeting – February, 21<sup>st</sup>, 2018.

#### ICF Meeting/Workshop – January 31, 2018

- Attended by MD, Villages, and Administrative staff from all sites.
- Workshop lead by Consultants. This first meeting was a Visioning and Principles meeting.
- A Terms of Reference was sent out prior to the meeting for the MD of Wainwright and Village of Irma. “The Municipal District of Wainwright and the Village of Irma Inter-municipal Collaboration Committee (ICC) has been established to provide advice to the Councils and Administration regarding specific matters as they pertain to the preparation of the MD of Wainwright and Village of Irma Inter-municipal Development Plan (IDP) and Inter-municipal Collaborative Framework (ICF). The overall purpose of the ICC is to ensure that the varied interests of local community stakeholders are represented during the drafting of the IDP and ICF. **“Basically this is a forum to ensure communities are working together collaboratively.”**
- Following this workshop, minutes will be sent out – not sure when.
- Group work was done identifying principles to be worked on. A report will be completed focusing on these principles.
- A Public Meeting will need to be held to get community input.
- We are likely 6 – 8 months away from being ready to set by-laws.
- Hopefully additional meetings will make this process more clear.
- The Consultants were quite complimentary to our Communities for already working together.

#### Manor

- Suites are emptying at the manor
- Renovations are underway in empty suites
- Inspections of rooms are underway

#### **Councillor Vance Fuder**

##### I.C.F, Jan 31

- It was a 2.5 hr meeting that could have been done in a half hour, got little out of it. Only good part was meeting all councillors taking part in our MD
- Looking forward to next meeting with just our area and councillors involved

#### Irma Recreation Board, Jan 3

- Paid bills
- Policy review
- Accepted lease agreement for former ATCO yard with the village
- Next meeting Feb 28

#### Irma Fire Board, Jan 31

- MD will be purchasing the water hauler and donating to the fire department

Initials of Mayor and CAO:



- Discussion on how fire department and village use social media and AEA alert
- Wage increase approved for entire fire department ranging from \$20 to\$50/hr depending on level
- July 7 will be Clair’s retirement party
- Next meeting Feb 20

**Councillor Richard Langley**

No Meetings

**Councillor Douglas Coubrough**

Cemetery January 22, 2018

- Revised policy regarding what can and cannot be placed on door of columbarium
- Set dates for spring clean – up, June 19, /20/21 2018
- Agreed to purchase new computer module
- Looking for new member to serve on the committee
- Discussed insurance, gazebo and columbarium will be insured
- 1000 plus burial sites, 300 +/- unmarked sites, 100 +/- can be identified
- Start planning to place markers
- Suggested that all the metal posts be removed from East side of cemetery

Motion: 18-39

MOVED BY Deputy Mayor Joan Green that the reports were given and received.

Carried

**ADJOURN**

Motion: 18- 40

MOVED BY Councillor Richard Langley that the Village of Irma meeting be adjourned at 9:35 P.M.

Carried

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Mayor

\_\_\_\_\_  
CAO

Initials of Mayor and CAO: