
Council Minutes - Regular Meeting of January 14, 2008

Minutes of the Regular Meeting of the Council of the Town of Fox Creek, scheduled for Monday January 14, 2008 at 6:30 P.M. in the Council Chambers with the following being present:

PRESENT:	Mayor:	Leora Mackinnon
	Councillors:	Mary Campbell Louis Beloin Jim Ahn Brenda Burridge Paul Marinus
	Director of Operations:	Owen Farnel
	Director of Finance:	Florrie MacLeod
	Executive Secretary:	Leslie Thorn
	Director of Parks & Recreation:	Carol Dunnigan
ABSENT WITH NOTICE:		
	Councillor:	Kim Palmer
	Director of Community Services:	Catherine Cole

CALL TO ORDER

Mayor L. Mackinnon called the Regular Meeting of Council for Monday, January 14, 2008 to order at 6:30P.M.

1. ADOPTION OF AGENDA

Mayor L. Mackinnon asked if there were any amendments to the Agenda.

There were two (2) Amendments to the Agenda.

- 4.4.5 Proposal to increase user fees at Town Recreation Facilities moved up to 3.3
- Steering Committee – add Terms of Reference

Mayor L. MacKinnon asked that;

- 4.2.4 Community Sponsorship Plan
- 4.3.4 R.C.M.P. Update

Be deleted from the Agenda

001-08 Councillor M. Campbell moved to accept the agenda for the January 14, 2008 Regular Meeting of the Council of the Town of Fox Creek as amended.

CARRIED UNANIMOUSLY

2. ADOPTION OF MINUTES

002-08 Councillor L. Beloin moved that the Minutes of the December 10, 2007 Regular Meeting of Council of the Town of Fox Creek be adopted as presented.

CARRIED UNANIMOUSLY

3. DELEGATES

3.1 Sgt. Rodney Koscielny, RCMP Fox Creek Detachment

Sgt. Koscielny provided Council with an update on the Highway 43 Victim Services status. Sgt. Koscielny will be attending a meeting in Whitecourt tomorrow. Purchases are being made for the Fox Creek Advocates, such as

a vehicle, car seats, pagers, cell phones which are long overdue. Ms. Hosker will be encompassing all the advocates in any training sessions. Sgt. Koscielny informed Council that Fox Creek will have two (2) board members, staying on from the past board.

Sgt. Koscielny reported on the integration model, which is a sharing of resources with other municipalities, they are still in discussions. This change would see Sgt. Koscielny reporting to Whitecourt. Bylaw Officer Al Carroll has now moved up to the R.C.M.P. office and it is working well for everybody concerned. Sgt. Koscielny informed Council that the faxing of complaints from the administration office is very important as they record these incidents in their reports.

3.2 Bylaw Officer Al Carroll

Bylaw Officer Al Carroll addressed Council regarding his activities over the last couple of months. He informed Council that he is in Fox Creek two (2) days a week and he alternates the days and times so as not to set a pattern. Council expressed their concerns regarding the trucks blocking driveways and parking the wrong way on Highway Avenue. Council directed Bylaw Officer Al Carroll to start giving written warnings to the trucks in question over the next month with the hope that these warnings will correct the problem.

3.3 Proposal to increase user fees at Town Recreation Facilities

Director of Parks and Recreation Carol Dunnigan presented her report to Council. Ms. Dunnigan explained the increase stating that they could increase more according to other municipalities rates but did not want to make a huge jump all at once but suggested we increase again next year to bring it up to the going rates. Ms. Dunnigan explained about policing at the lakes cannot be done by Bylaw Officer Al Carroll as it is a provincial park. The RV campgrounds demands have increased and needs more serviced sites. It was discussed that they have cleared sites in the trees that could open up 10-12 un-serviced sites and could be serviced at a later date as funds become available. Ms. Dunnigan informed Council that she will look into a better identification system which would make it identifiable to who has paid and who has not.

003-08 Councillor P. Marinus moved to accept that Council approve the proposed amendments as highlighted in attachment #2, #3, & #4 to Bylaw 559-2000 fees and charges schedule.

CARRIED UNANIMOUSLY

4. STANDING COMMITTEES

4.1 Community Services

4.1.1 Portfolio Chair Report

Councillor J. Ahn informed Council that there had not been a meeting due to conflicting schedules. Mayor L. MacKinnon informed Council that Councillor K. Palmer will be moving to another committee or possibly two and she asked for another Councillor to fill this position on the Community Service Committee. Councillor M. Campbell will replace Councillor Palmer on this board. Mayor MacKinnon expressed that over the next few months there will be a need to have additional committees formed and these committees will inevitably be day time meetings. After speaking with Councillor Palmer, Mayor MacKinnon inquired whether she would be interested in sitting on these additional committees.

Councillor P. Marinus left the meeting at 7:35 P.M.**4.1.2 Heart River Foundation**

The meeting in December had been cancelled, Mayor L. MacKinnon informed Council that Councillor K. Palmer and Pat Billings have been talking regarding Seniors Affordable Housing.

4.1.3 Municipal Library Board

Councillors B. Burrige and M. Campbell along with Mayor L. MacKinnon attended the meeting. Councillor B. Burrige mentioned the puppet kits that are available through the Peace Library Board. They are still looking for members at large. Mayor L. MacKinnon asked administration to advertise for board members. The next meeting is February 20, 2008.

4.1.4 Peace Library Board

There was no meeting, this board meets every 3 months. Councillor B. Burrige mentioned the conference that is in Jasper in April. Mayor L. MacKinnon suggested the Ms. Burrige look into applying as there are only 4 seats for this conference.

4.1.5 Director of Community Services Update

004-08 Councillor M. Campbell moved to accept this report as information.

CARRIED UNANIMOUSLY

4.2 Finance, Legislative & Intergovernmental Affairs**4.2.2 Yellowhead East Community Futures**

Councillor J. Ahn attended the meeting in December, there was strategic planning with diversifying as the main topic. Councillor J. Ahn informed Council about Yellowhead East Community Futures and what they do. Their goal is to help the municipalities grow. The government has given criteria to be met or the funding will be removed. Councillor J. Ahn voiced the concerns about no money for advertising. It was discussed that the Town would advertise in our monthly Creek Crossing newsletter. Yellowhead is an organization which enables individuals to open businesses in their area. Councillor J. Ahn informed Council that they have a flat interest rate of 10% and are looking at lowering according to risk factors.

4.2.3 Chamber of Commerce

Mayor L. MacKinnon attended the elections meeting, it has been postponed due to poor attendance. The next meeting is scheduled for January 21, 2008. Mayor L. MacKinnon also informed Council that secretary Sheila Beloin has resigned her position.

4.2.4 Community Sponsorship Plan

Has been deleted from the Agenda.

4.2.5 GAER

Mayor L. MacKinnon informed Council Tammy Powell from GAER will be attending our January 28th meeting to give a presentation about GAER

Councillor P. Marinus returned to the meeting at 7:55 P.M.**4.2.1 Portfolio Chair Report**

Councillor P. Marinus informed Council that there had not been a meeting, they would combine it with the working budget meeting on January 22, 2008.

4.2.6 Council Remuneration – Revised Form

Administration submits this form to be accepted as information by Council.

4.2.7 Personnel Policy

Presented to Council as information with the amendments.

4.2.8 Steering Committee Appointment – Terms of Reference

Mayor L. MacKinnon asked Council for a resolution to appoint the Mayor and an alternate. Mayor L. MacKinnon recommended that the alternate be the deputy mayor.

005-08

Councillor P. Marinus moved to accept that Council approve the terms of reference for the Greenview Regional Partnership Committee, and further that Mayor L. MacKinnon be appointed as the representative of the Town of Fox Creek to sit on the steering committee, with the deputy Mayor as an alternate.

CARRIED UNANIMIOUSLY

4.2.9 Request to Record Council Meetings

006-08

Councillor B. Burrige moved to accept the practice of recording Council meetings for the purpose of preparing the minutes of the meetings, and after the adoption of the minutes, recordings will be destroyed.

CARRIED UNANIMOUSLY

4.2.10 Monthly Cash Statement – November 30, 2007

Presented to Council as information.

4.2.11 Request for Review of Landfill Tipping Fees

007-08

Councillor B. Burrige moved to direct Administration to proceed with review of billing practices for landfill tipping fees for Commercial and Industrial Utility Accounts, and to review the Home Occupations.

CARRIED UNANIMOUSLY

4.2.12 Set Budget Meeting Date

Director of Finance F. MacLeod advised Council that budget packages would be delivered by the end of the week for the meeting set for January 22, 2008 in Council Chambers at 6:30 P.M.

Mayor L. MacKinnon called a brief recess at 9:25 P.M.

Mayor L. MacKinnon called the meeting back to order at 9:35 P.M.

4.3 Protective Services

4.3.1 Portfolio Chair Report

Acting Town Managers F. MacLeod and O. Farnel will sit on this committee until a CAO has been hired. There was nothing to report.

4.3.2 Disaster Services Committee

Nothing to report.

4.3.3 Fire Smart Committee

Director of Operations O. Farnel reported we were successful in obtaining a grant which was used to dig a well in the public works yard and for cleaning up brush. Councillor B. Burrige spoke about a public barbeque to get public awareness out about Fire Smart, there are also two (2) courses that the fire department can take. The next meeting is in May. Director of Operations

O. Farnel informed Council that last year Atco Electric did the tree cutting in town at a cost of \$7,000.00 which Atco absorbed.

4.3.4 R.C.M.P. Update

Was deleted from the Agenda.

4.3.5 Highway 43 Victims Services – Request for Support

Mayor L. MacKinnon asked if there was any discussion regarding the request for support. Mayor L. MacKinnon asked Director of Finance F. MacLeod where in the budget this would be allocated. F. MacLeod advised that this funding would be under Grants to Organizations.

008-08

Councillor B. Burridge moved to support the request for funding for the Highway 43 Victims Services in the amount of \$5,695.00 in the 2008 budget under the Grants to Organizations.

CARRIED UNANIMOUSLY

4.4 Property Services

4.4.1 Portfolio Chair Report

Councillor L. Beloin attended this meeting and informed Council that the defibrillator has been installed at the arena, repairs are needed to the ice plant, the ice resurfer is getting old, looking into grants for a new one. Councillor L. Beloin also mentioned the arena roof needs repairs and the pool filters need to be replaced. There was discussion about the campground revenues and getting Pine Point for a group use. Mayor L. MacKinnon asked if we are looking at expanding the RV campground. Director of Finance F. MacLeod advised Council that there is a campground reserve of about \$20,000 to \$30,000. Director of Operations O. Farnel discussed the clearing of trees which would make room for about 10-12 un-serviced sites. The wood processor is in need of a motor, they have been unable to locate a new one. Director of Operations is looking into other options. Director of Parks and Recreation C. Dunnigan is looking into updating playground equipment for the downtown trailer park, and the potential retrofitting to the skate park.

4.4.2 Municipal Planning Commission

The MPC met on December 11, 2007. There were two (2) development permits, one for a Home Occupancy business and the other for a temporary campsite stall in the industrial area. Councillor P. Marinus informed Council that there were conditions on the campsite stall permit, one being when a serviced site becomes available at the RV Campground the trailer can move in there.

4.4.3 Subdivision and Development Appeal Board

There was nothing to report.

4.4.4 Greenview Regional Waste Management

Councillor B. Burridge informed Council the Commission has agreed to purchase a Bobcat for the landfill facility. They still need a member at large for Fox Creek. There were 12 road use agreements sent out to the haulers that use the facility but to date we have only received 2 back signed. The next meeting is at the MD Office in Valleyview in February. Council directed Administration to advertise for a member at large for this commission.

4.4.6 Priorities for Land Purchase

Mayor L. MacKinnon informed Council to look over the maps supplied, it was decided to have areas M2, M3, M7, and R1 appraised. Assistant Development Officer C. Nielson will look into the industrial lands regarding the pipeline right-a-ways.

5. Mayor's Corner

5.1 Mayor's Report

Mayor L. MacKinnon informed Council that she has received a complaint from a citizen who has some issues about his dog being picked up all the time. He has requested a meeting with Council. Mayor L. MacKinnon met with Director of Operations O. Farnel, Director of Finance F. MacLeod, Director of Parks and Recreation C. Dunnigan, Executive Secretary L. Thorn and Theresa Reynolds regarding the website. Mayor L. MacKinnon asked the Councillors to prepare a bio on themselves and if they had any pictures in and around the town that could be used on the website. Mayor L. MacKinnon has a meeting with the school trustees on January 15, 2008. There was a water line break early Sunday morning at the trailer park across from the Fire Hall resulting in the public works shutting the water off. It was determined that it was a problem on the property of the trailer park.

6. IN CAMERA SESSION

009-08 Councillor M. Campbell moved that Council go "In Camera" at 9:50 P.M.

CARRIED UNANIMOUSLY

010-08 Councillor M. Campbell moved that Council leave the "In Camera" session at 10:34 P.M.

CARRIED UNANIMOUSLY

011-08 Councillor J. Ahn moved that Acting CAO, Owen Farnel receive a grid adjustment from a Step 1 on the Town Managers remuneration schedule to a Step 3, commencing on December 11, 2007 and this adjustment will remain in place until such time as a new CAO is in position or an interim replacement assumes the contractual obligation temporarily or full time. At which time, the Director of Operations shall return to his previous step on the Town's Director of Operations remuneration schedule.

7. MOTION TO ADJOURN

012-08 Councillor L. Beloin moved to adjourn the meeting at 10:36 P.M.

CARRIED UNANIMOUSLY

Leora Mackinnon
Mayor

Florrie MacLeod
Acting Town Manager