

VILLAGE OF CAROLINE

VILLAGE COUNCIL

Minutes of the Regular Meeting of Village Council, Province of Alberta, held on Tuesday, April 10, 2018 in the Council Chambers of the Village Office, 5004-50 Avenue, Caroline, Alberta.

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Present: Mayor John Rimmer; Councillors, Mary Bugbee, Bill Sumyk, Corby Parsons; Chief Administrative Officer, Melissa Beebe; Assistant Administrator, Lyndsay Hindbo.

Absent: Kim Ceasor (late)

Delegation Attendees:  
Empty Bowls, Kristen Penick  
BDO Auditors, Ryan Wachter & Aaron Soley

1. Call to Order Mayor Rimmer called the meeting to order at 7:00 pm.
2. Adoption of Agenda  
Motion 71 04 18  
Moved by Councilor Bugbee to adopt the agenda as presented.  

CARRIED
3. Adoption of Minutes  
3.1. Council Regular Meeting Minutes March 13, 2018  
Administration advised that meeting minutes have been amended to reflect consistent motion number sequencing.  
Motion 72 04 18  
Moved by Councilor Sumyk to accept the March 13, 2018 Regular Council Minutes as amended.  

CARRIED

3.1. Special Council Meeting Minutes March 27, 2018  
Administration advised that meeting minutes have been amended to reflect consistent motion number sequencing.  
Motion 73 04 18  
Moved by Councilor Parsons to accept the special council minutes of March 27, 2018 as amended.  

CARRIED
4. Delegation(s)  
4.1 BDO Auditors - 2017 Audited Financial Statements  
The Village Auditor's, BDO, presented a summary overview of the following 2017 Financial Statements:
  - Auditor's Opinion letter
  - Statement of Financial Position
  - Reserve Allocation noting to council that it should be higher
  - Non-Cash Year End Deficiency

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Council thanked the auditors for the presentation.

Ryan Wachter & Aaron Soley withdrew from meeting at 7:29 pm.

Councilor Ceasor joined meeting at 7:30pm.

#### 4.2 Empty Bowls Grant Application – Kristen Penick

Kristen Penick presented to council information on what the empty bowls group is a Volunteer group that makes bowls to sell to raise funds for the food bank. Plans to work in conjunction with local restaurants and expand program to Rocky area. The funds being requested are to cover costs of the supplies for making bowls. Council thanked Kristen for the presentation.

Kristen withdrew from meeting at 7:41 pm.

### 5. Staff Reports:

#### 5.1 CAO Report

The CAO provided a written report on meetings attended through March 2018 and requested council consider the following:

- ICF Workshop – April 13.
- Additional funds required for exterior of admin building.
- New Municipality Accountability Program
- Changes to MSI funding
- MPC Meeting required.

#### Motion 74 04 18

Moved by Councilor Sumyk to approve a \$15,000 increase to the Admin Building budget from \$20,000 to \$35,000 and proceed with the Hardie board siding and if budget allows a front veranda option to replace the porch.

CARRIED

Mayor called a short recess at 8:03pm.

Mayor reconvened meeting at 8:16pm.

#### Motion 75 04 18

Mayor Rimmer moved to hold a Municipal Planning Committee meeting April 11 at 1:00 pm.

CARRIED

#### 5.2 Financial Report

Assistant Administrator presented a written updated report of the municipal reserve allocations.

#### Motion 76 04 18

Moved by Councilor Parsons to accept the written CAO and Financial reports as presented.

CARRIED

6. Committee/  
Board Reports

6.1 Mayor and Council Reports

Mayor Rimmer – written report as presented.

- -Regional Fire has too much micro-management happening. Discussion regarding options of uses for the surplus of money made from the BC Firefighting and discussion of training center, jackets, sauna, etc.
- -AAMDC/RMA conference. Networked with various provincial ministers.
- -Mayor has been seeking individuals from Caroline to sit on Caroline Seniors Steering Committee and asked CAO for Rocky Seniors, Christenson Seniors Living member, Earl Graham and a county councilor or reeve to be chaired by the Village Mayor to investigate senior's housing options and funding.
- -Inter-agency
- -Met with Ag. Society executives on some issues and things that maybe rolling in the future regarding more communication
- -Mayor has been working with Rocky Electric Association and DeltaTou, who are applying for grant funding for a 4-megawatt electrical generation for this area that would consist of a solar and geothermal project. Mayor did advise that the Geothermal initiative is not specific to Caroline but the area.
- -CCI Graham Fleet & Brett Young are re-launching the service. Mayor would like to advertise the high-speed internet the Village has and promote it as an advantage to moving to Caroline. CAO Beebe suggested we could include in the summer radio advertising.
- -CAEP meeting.
- -Crosswalk lights at ATB Financial. Several complaints received. CAO Beebe suggested to request more enforcement patrols.
- -Cemetery gates complaints regarding the closing of the parking lot gate during winter and afterhours. CAO advised that once the snow clears the cemetery parking lot gates will be reopened every day during regular working hours and are opened for scheduled funerals.
- -Discussion of changing meeting times. Bring to next meeting.

Councilor Parsons – No committee meetings. Could not attend due to work schedule. Discussed with Council that would like to have a presentation of electric charging stations for the Village.

Councilor Sumyk – No committee meetings.

Councilor Bugbee – Attended FCSS. FCSS granted \$100,000 to organizations that applied. After School Care Program and Caroline School received some funding. Discussion around lack of applications and lack of volunteers. Council also asked about other programs being offered such as meals on wheels, etc. and would be in councils' interest to have FCSS be a delegation to provide discussion on the services being offered.

Councilor Ceasor - No committee meetings. Asked if there is any new information regarding the next CREMA meeting. Admin advised nothing at this time.

Motion 77 04 18

Moved by Councilor Parsons to approve a presentation for an electric vehicle charging station done by Timothy with Sun Country.

CARRIED

Motion 78 04 18

Moved by Councilor Ceasor to have Councilor Bugbee request a FCSS delegation/presentation at the May 8 regular meeting regarding issues surrounding home care, meal delivery, etc. in the Caroline area.

CARRIED

Motion 79 04 18

Moved by Councilor Rimmer to decline the request to have a councilor representative sit on the Clearwater Broadband Foundation committee.

CARRIED

Motion 80 04 18

Moved by Councilor Rimmer to table discussion regarding holding daytime meetings to next regular council meeting.

CARRIED

Motion 81 04 18

Moved by Councilor Bugbee to approve the Mayor of Caroline speak and request a letter of interest from the Town of Rocky Mountain House Council for the Caroline Senior's Initiative and the Geo Thermal Initiative and a letter of interest from the Village of Caroline council in support of the Mayor's Seniors Initiative and the Geothermal initiative.

CARRIED

Motion 82 04 18

Moved by Councilor Bugbee to accept councilor reports as presented.

CARRIED

## 7. Business:

7.1 2017 Audited Financial StatementsMotion 83 04 18

Moved by Councilor Sumyk to accept the 2017 audited financial statements as presented.

CARRIED

7.2 Tax Rate Bylaw 2018-003Motion 84 04 18

Moved by Councilor Sumyk to approve first reading of Tax Rate Bylaw 2018-003.

CARRIED

Motion 85 04 18

Moved by Councilor Ceasor to approve second reading of Tax Rate Bylaw 2018-003.

CARRIED

Motion 86 04 18

Moved by Councilor Parsons to proceed with third and final reading Tax Rate Bylaw 2018-003 with unanimous consent.

CARRIED

Motion 87 04 18

Moved by Councilor Bugbee to approve third and final reading of Tax Rate Bylaw 2018-003.

CARRIED

7.3 Rates and Fees Policy FIN-18-001 AmendmentMotion 88 04 18

Moved by Councilor Parsons to approve the Rates and Fees Policy FIN-18-001 amendment as presented.

CARRIED

7.4 Community Grants to Non-Profit ApplicationsMotion 89 04 18

Moved by Councilor Ceasor to approve the Empty Bowls Community Grants to Non-Profit application funding request in the amount of \$200.00 and the Caroline Neighborhood Place application in the amount of \$300.00.

CARRIED

7.5 RARB Agreement AmendmentMotion 90 04 18

Moved by Councilor Parsons to approve entering into the amended RARB Agreement.

CARRIED

7.6 Regional Assessment Review Board (RARB) Bylaw 2018-004Motion 91 04 18

Moved by Councilor Ceasor to approve first reading of Municipal RARB Bylaw 2018-004.

CARRIED

Motion 92 04 18

Moved by Councilor Sumyk to approve second reading of RARB Bylaw

2018-004.

CARRIED

Motion 93 04 18

Moved by Councilor Rimmer to proceed with third and final reading RARB Bylaw 2018-004 with unanimous consent.

CARRIED

Motion 94 04 18

Moved by Councilor Bugbee to approve third and final reading of RARB Bylaw 2018-004.

CARRIED

8. Discussion/  
Correspondence  
/Information  
Items

- 8.1 Central Alberta Regional Assessment Review Board (CARARB) Newsletter
- 8.2 MGA Amendments in relation to CARARB
- 8.3 GFOA Alberta Government 2018 Budget Review
- 8.4 Asset Management Workshops for Elected Officials and Municipal Staff
- 8.5 FCM Funding Municipal Asset Management Program
- 8.6 Low Carbon Economy Challenge Grant Program
- 8.7 Alberta Community Partnership Grant Program Approval Letter
- 8.8 MSI Allocations
- 8.9 GTF Allocations
- 8.10 CAEP Community Overview Village of Caroline
- 8.11 Town of Olds Letter to Minister regarding Zebra Mussels
- 8.12 Air Ambulance RFP Concerns Town of Peace River
- 8.13 Red Deer River Municipal Users Group Protecting Source Water Quality Letter

Motion 95 04 18

Moved by Councilor Ceasor to send 2 councilors to FCM Asset Mgt. session on April 25 in Spruce Grove.

CARRIED

Motion 96 04 18

Moved by Councilor Parsons to accept Discussion, Correspondence and Information Items as information.

CARRIED

9 In Camera

In Camera – None

10 Adjournment

Motion 97 04 19

Moved by Councilor Ceasor to adjourn the meeting.

CARRIED

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Time of Adjournment: 9:50pm

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

APPROVED