

# AGENDA FOR THE REGULAR MEETING OF THE ELNORA VILLAGE COUNCIL

July 9,  
2024  
**7:00 PM**  
Village  
Office

*Agenda prepared on July 5, 2024*

<b>Attendees:</b>	Mayor: Jul Bissell      Deputy Mayor: Ron Duft      Councillor: Lisa Ferguson
	CAO – Sharon Wesgate Recording Secretary – Tina Williamson Ward Zoom Meeting Attendees, Public

## Agenda

<b>1.0 Call to Order</b>	
<b>2.0 Adoption of Agenda</b>	2.1 Adds/Deletes 2.2 Motion to Adopt
<b>3.0 Adoption of Minutes</b>	3.1 <b>Minutes of Regular Meeting</b> – June 11, 2024
<b>4.0 Business Arising Out of Minutes</b>	4.1 <b>Village Security Cameras</b> - Tabled
<b>5.0 Bylaws, Policies</b>	5.2 <b>Bylaw #2024-04, Rates Bylaw</b>
<b>6.0 Delegation(s)</b>	No delegations
<b>7.0 New Business</b>	7.1 <b>Red Deer County</b> – May 2024 Enforcement Contract 7.2 <b>Grant Writer</b> - Options 7.3 <b>Elnora Drop In</b> – Picnic table request 7.4 <b>Alberta Municipal Affairs</b> - Canada Community Building Fund, Agreement Renewal 7.5 <b>Elnora Yard Beautification</b> - 2024 Event 7.6 <b>Annexation Properties</b> - Request for 'De-Annexation', Water Well inquiry
<b>8.0 Financial</b>	8.1 <b>Monthly Statement</b> – June 2024 8.2 <b>Council Cheque Listing</b> – June 2024

<b>9.0 Correspondence</b>	No correspondence
<b>10.0 Council Reports</b>	<p>10.1 <b>Mayor Jul Bissell</b>  a) <i>Parkland Foundation - 2023 Annual Report</i></p> <p>10.2 <b>Deputy Mayor Ron Duft</b></p> <p>10.3 <b>Councillor Lisa Ferguson</b></p>
<b>11.0 Reports – CAO &amp; Public Works</b>	<p>11.1 <b>CAO</b>  a) Administration Report – June 2024</p> <p>11.2 <b>Public Works</b>  a) <i>Public Works Foreman</i> – June 2024</p>
<b>12.0 Confidential</b>	No matters
<b>13.0 Adjournment</b>	<b>NEXT REGULAR MEETING: August 13, 2024</b>

## **1.0 – CALL TO ORDER**

## **2.0 – ADOPTION OF AGENDA**

Additions/Deletions

**MOTION to adopt the Agenda for July 9, 2024**

## **3.0 – MINUTES**

3.1 **Minutes of Regular Meeting** – June 11, 2024 (forwarded under prior email)

Errors/Omissions

**MOTION to adopt the minutes of the Regular meeting held June 11, 2024 as presented.**

## **4.0 – BUSINESS ARISING OUT OF THE MINUTES**

4.1 **Village Security Cameras** - Tabled from June 9, 2024

UPDATE: Carolyn McTighe/RCMP Crime Prevention, at our invitation, visited the Village on June 26, 2024 to do an assessment of the community based on our needs and concerns. A report is pending on this matter.

## **5.0 – BYLAWS, POLICIES**

5.1 **Bylaw #2024-04 Rates Bylaw** – Pending, Revisions to utility and goods rates

Amendments are highlighted in yellow

**MOTION to give Bylaw #2024-04 being the Rates Bylaw First Reading.**

**MOTION to give Bylaw #2024-04 being the Rates Bylaw Second Reading.**

**MOTION to give unanimous consent for Third Reading of Bylaw #2024-04 being the Rates Bylaw.**

**MOTION to give Bylaw #2024-04 being the Rates Bylaw Third Reading.**

3. From time to time, review and amendments to the various schedules may be required outside the annual review of the RATES BYLAW.
4. This bylaw comes into full force and effect on April 14, 2022.
5. All schedules attached to this Bylaw form part of this Bylaw.

<b>Schedule 'A'</b>	<b>Water, Wastewater and Solid Waste Rates</b>
Schedule 'B'	Fiscal Services Rates
Schedule 'C'	Camping Rates
Schedule 'D'	Animal Control Rates
Schedule 'E'	Planning and Development Rates
Schedule 'F'	Assessment Review Rates
Schedule 'G'	Sport Field Rates
<b>Schedule 'H'</b>	<b>Public Works Rates</b>

**REPEALS**

6. Should any rates mentioned here still appear in older bylaws not yet revised the rates mentioned in this bylaw shall be in full force and effect and supercede previous rates
7. Bylaw #2023-02 is hereby repealed effective (date bylaw is passed).

READ for a first time this     day of  
READ for a second time this     day of  
Unanimous Consent for third reading this     day of  
READ for a third and final time this     day of

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Jul Bissell, MAYOR

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Sharon Wesgate, CAO

Village of Elnora

BYLAW #2024-04

**RATES BYLAW**

SCHEDULE 'A'

WATER, WASTEWATER AND SOLID WASTE RATES

Rates effective .....

**RESIDENTIAL:**

	<u>Water</u>	<u>Sewer</u>	<u>Garbage</u>	<u>TOTAL</u>
General	\$ 369.50 (10)	\$152.00 (10)	\$ 273.00 – 1 Tote (10)	\$ 794.50
	\$ 369.50 (10)	\$152.00 (10)	\$ 393.60 – 2 Totes (11)	\$ 915.60
	\$ 369.50 (10)	\$152.00 (10)	\$ 514.20 - 3 Totes (12)	\$1,036.20
Vacant	\$ 39.45 (15)	\$ 0.00 (80)	\$ 120.60 (13)	\$ 160.05
No Sewer	\$ 369.50 (20)	\$ 0.00 (80)	\$ 273.00 (10)	\$ 642.50
Garbage Only	\$ 0.00 (80)	\$ 0.00 (80)	\$ 273.00 (10)	\$ 273.00

**COMMERCIAL:**

	<u>Water</u>	<u>Sewer</u>	<u>Garbage</u>	<u>TOTAL</u>
Businesses	\$ 562.75 (30)	\$152.00 (10)	\$ 409.50 - 1 Tote (20)	\$1,124.25
	\$ 562.75 (30)	\$152.00 (10)	\$ 530.10 –2 Totes (21)	\$1,123.10
	\$ 562.75 (30)	\$152.00 (10)	\$ 650.70 -3 Totes (22)	\$1,365.45
	\$ 562.75 (30)	\$152.00 (10)	\$ 853.20-4 yd bin (23)	\$1,567.95
	\$ 562.75 (30)	\$152.00 (10)	\$1,125.00-6 yd bin (24)	\$1,839.75

**PUBLIC:**

	<u>Water</u>	<u>Sewer</u>	<u>Garbage</u>	<u>TOTAL</u>
School	\$2,249.85 (40)	\$914.40 (40)	\$ 0.00 (80)	\$3,164.25
AHS	\$ 562.75 (45)	\$152.00 (10)	\$ 409.50-1 Tote (30)	\$1,124.25
	\$ 562.75 (45)	\$152.00 (10)	\$ 530.10-2 Totes (31)	\$1,244.85
	\$ 562.75 (45)	\$152.00 (10)	\$ 650.70-3 Totes (32)	\$1,365.45
Drop In	\$ 369.50 (50)	\$152.00 (10)	\$ 273.00-1 Tote (33)	\$ 794.50
Churches	\$ 0.00 (80)	\$ 0.00 (80)	\$ 120.60-1 Tote (55)	\$ 120.60

COMMERCIAL, Cont'd

Comm Centre	\$ 307.90 (60)	\$152.00 (10)	\$ 853.20-4 yd Bin (34)	\$1,313.10
Ag Facility	\$ 307.90 (65)	\$152.00 (10)	\$ 273.00-1 Tote (35)	\$ 732.90
Legion	\$ 369.50 (70)	\$152.00 (10)	\$ 273.00-1 Tote (36)	\$ 794.50
Campground (Exempt)	\$ 0 (80)	\$ 0 (80)	\$ 468.00-4 yd Bin (Mun)	\$ 468.00

TERMINATED SERVICES:

	\$ 0 (80)	\$ 0 (80)	\$ 0 (80)	\$ 0.00
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**DISCOUNT:** Upon application, a \$5.00 discount is to be applied to utility accounts paid in full within the first 60 days of each and every year the charges are applied, provided the charges exceed \$100.00.

APPLIANCE PICKUP

Per Appliance	\$25.00
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**BYLAW #2024-04**

**RATES BYLAW**

**SCHEDULE 'H'**

**PUBLIC WORKS RATES**

*Rates effective .....*

**Material**

Gravel	\$30.00 per yard
Gravel delivered	\$50.00 per yard
Clay fill	\$15.00 per yard
Clay fill delivered	\$35.00 per yard
Topsoil	\$22.00 per yard
Topsoil delivered	\$42.00 per yard

Sand Bulk	\$25.00 per yard
Sand Bulk delivered	\$45.00 per yard

Gravel/Sand, 5 gallon/20 litre pail	\$5.00 per pail
Skidsteer loading	\$25.00 per 15 minutes

**Equipment**

Skidsteer with operator	\$100.00 per hour/minimum of 1 hour
Dump Truck with operator	\$100.00 per hour/minimum of 1 hour
Mower with operator	\$70.00 per hour/minimum of 1 hour
General Labour	\$40.00 per hour/per person

**6.0 – DELEGATIONS**

No delegations

**7.0 – NEW BUSINESS**

7.1 **Red Deer County** – May 2024 Enforcement Contract (next page)

[Receive as information](#)



**PROTECTIVE SERVICES**  
38106 Range Road 275  
Red Deer County, AB T4S 2L9  
Phone: 403.343.6301  
Fax: 403.347.0572

June 6, 2024

Village of Elnora  
P.O. Box 629  
Elnora, AB  
T0M 0Y0

Sent Via Email to: [cao@villageofelnora.com](mailto:cao@villageofelnora.com)

Attention: Sharon Wesgate, CAO

Dear Madam:

**Re: May Enforcement Contract**

Please be advised for the month of May, Red Deer County Patrol Officers spent 5 hours and 1 minute in the Village of Elnora.

There were no tickets issued during that time.

I trust you will find the foregoing satisfactory, if you have any questions please feel free to contact our office.

Sincerely,

Sgt. Irv Heide  
Patrol Manager,  
Red Deer County, Protective Services

## 7.2 **Grant Writer** – Options

### Discussion

#### UPDATE:

- Three municipalities were contacted, all have in house grant writers. It is a standing policy these positions are not contracted to other municipalities as, often, municipalities are competing for the same grant funding.
- Alberta Municipalities did respond with the name of a recommended grant writer.



- Alberta Municipal Affairs advised they do not have a Grant Writer listing nor any recommendations. Following a brief discussion on the matter, the Municipal Advisor indicated engineering firms do offer that option to municipalities. As professionals responsible for the design of a project, they have detailed information to support any funding application on behalf of the municipality.
  - o Tagish Engineering confirmed they are available to undertake funding applications on behalf of the Village for capital projects.

7.3 **Elnora Drop In** - Picnic table request

**Discussion**

A member of the Elnora Drop In inquired about the availability of one of the picnic tables (in need of repair) currently located at the Public Works Shop site for the Drop In. It was determined the tables belong to the Village and were removed from the Ag Society grounds as they were no longer safe for public use. This matter was discussed with Public Works, it was noted the tables, once repaired, could be placed on the east side of the ball diamonds along the evergreens to create a picnic area for public use. The Village has previously provided a picnic table, at no cost, to the Drop In Centre.

7.4 **Alberta Municipal Affairs** - Canada Community Building Fund, Agreement Renewal (next page)

**Receive as information**



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR114222

Dear Chief Elected Officials:

The Government of Alberta administers federal funding through the Canada Community-Building Fund (CCBF) to provide Alberta communities with flexible capital funding to invest in local infrastructure priorities. As you may be aware, the Canada-Alberta agreement for the CCBF for 2014-24 expired on March 31, 2024. The Alberta government is in active negotiations with the Government of Canada on a 10-year renewal agreement that will cover the 2024-34 period.

The Government of Canada sent a draft renewal agreement to Alberta late in 2023, and the agreement has several aspects that are concerning for Alberta and for local governments. As a result, we are standing up for the interests of Alberta in negotiations and doing our utmost to ensure funding continues to flow to local governments with as much flexibility as possible to address local priorities without unnecessary administrative burdens. As these negotiations are ongoing, there may be delays in the 2024 program, including the notification of allocation amounts and timing of payments to local governments.

As discussions with the federal government continue, we are working with the municipal associations to ensure the Alberta government understands the perspectives of local governments. We will continue to advocate for your interests and the interests of the province, and I will provide more information on the signing of the agreement as soon as possible.

Thank you for your understanding and patience during this renewal process.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers

## 7.5 **Elnora Yard Beautification** - 2024 Event

### Receive as information

Judging took place on July 3<sup>rd</sup>, 2024, the listing of winners is pending.

It was noted, over the last couple of years, that fewer people were picking up their ribbons (over the years some residents have accumulated a number of them). As an incentive to create competition and participation from residents, it was decided to purchase Parkland Nurseries gift certificates. The winners could utilize these to purchase trees, shrubs, perennials, tools, hardscaping, courses, etc to further enhance their properties. As Parkland Nurseries is open year round, it does not limit anyone's ability to utilize their gift certificate.

## 7.6 **Annexation Properties** - Request for 'De-Annexation, Water Well inquiry

### Discussion

**'De-Annexation'** – Municipal Affairs was contacted on this matter, the following response was received and forwarded to property owners.

Hi Sharon, thanks for taking time to chat with me earlier today.

As discussed over the phone, annexation applications must be instigated by a municipal council. A resident cannot start an annexation application on their own, it must be initiated by a municipality.

On the note of annexation, the Land and Property Rights Tribunal (LPRT) does not allow 'de-annexations'. If a municipality wants to 'de-annex' land, it is treated as a new annexation application. As such, if the annexation is contested, the applying municipality must show cause for annexation i.e., why they want the land to be annexed into their municipal boundaries. Generally, causes could include a desire for land for growth or to provide municipal services. I have personally not heard of any successful annexations justified using property taxes as a valid cause for annexation.

On the note of Orders in Council (O.C.s), these are provincial documents and are adopted by the cabinet of the provincial government. As such, any condition in an OC, including changes in property tax systems from one municipality to another, would not be set by the municipality, but instead by the province (which would be, in-turn, based on recommendations from the LPRT). In this case, if property taxes were to change from county to village values after 15 years, that condition would have been determined by the province through the OC.

Please let me know if you have any questions,  
Similarly, if any residents have additional concerns, please feel free to share my work email and office phone number.

Thank you!

**Ross Zimmermann, MPLAN**  
Municipal Viability Advisor  
Alberta Municipal Affairs  
Government of Alberta

**Water Well Inquiry** – Alberta Environment was contacted for clarification. From the information received, this matter is regulated and licensed by Alberta Environment, not by the Village.

VILLAGE OF ELNORA  
Revenues / Expenditures  
June 2024

GL Function	GL Description	REVENUE		VARIANCE	EXPENSES		VARIANCE
		Budget	Actual		Budget	Actual	
00	General Government	\$ 479,844.00	\$ 1,780,337.66	\$ (1,300,493.66)	\$ 64,656.00	\$ 18,258.52	\$ 46,397.48
11	Council	\$ -	\$ -	\$ -	\$ 21,710.00	\$ 3,076.65	\$ 18,633.35
12	Administration	\$ 25,129.00	\$ 32,025.00	\$ (6,896.00)	\$ 184,889.00	\$ 97,225.92	\$ 87,663.08
21	Protective Services	\$ 750.00	\$ 243.00	\$ 507.00	\$ 14,511.00	\$ 14,511.00	\$ -
23	Fire Department	\$ -	\$ -	\$ -	\$ 12,024.00	\$ 9,930.93	\$ 2,093.07
24	Disaster Services	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00
26	Bylaws	\$ 650.00	\$ 806.00	\$ (156.00)	\$ 3,300.00	\$ 1,086.25	\$ 2,213.75
32	Streets	\$ 2,550.00	\$ 135.00	\$ 2,415.00	\$ 183,584.00	\$ 79,519.72	\$ 104,064.28
41	Water	\$ 65,000.00	\$ 327.00	\$ 64,673.00	\$ 64,560.00	\$ 26,808.42	\$ 37,751.58
42	Sewer	\$ 25,000.00	\$ 95.00	\$ 24,905.00	\$ 24,862.00	\$ 10,970.48	\$ 13,891.52
43	Garbage	\$ 49,240.00	\$ 518.00	\$ 48,722.00	\$ 47,198.00	\$ 20,945.22	\$ 26,252.78
51	FCSS	\$ 66,762.00	\$ 40,485.45	\$ 26,276.55	\$ 80,162.00	\$ 34,168.61	\$ 45,993.39
51-01	Youth Centre	\$ 19,424.00	\$ 31,259.76	\$ 10,900.00	\$ 21,924.00	\$ 5,806.00	\$ 16,118.00
61	Planning & Dev	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00
62	Campground	\$ 5,500.00	\$ 1,139.10	\$ 4,360.90	\$ 12,009.00	\$ 7,355.78	\$ 4,653.22
72	Recreation	\$ 40,250.00	\$ -	\$ 40,250.00	\$ 25,138.00	\$ 7,618.49	\$ 17,519.51
74	Library	\$ 7,160.00	\$ 1,000.00	\$ 6,160.00	\$ 20,732.00	\$ 13,904.34	\$ 6,827.66
	Subtotals:	\$ 787,259.00	\$ 1,888,370.97		\$ 787,259.00	\$ 351,186.33	

TOTALS: \$ (1,078,376.21)

\$ 436,072.67

INVESTMENTS		GIC	
MSI Capital (Term)		\$	215,064.16
Fire Department Rsrve	GIC	\$	81,233.44
Library Facility GIC		\$	21,078.71
Civic Centre GIC		\$	10,900.00
AMWWP Grant GIC		\$	1,400,000.00
		\$	1,728,276.31

8.0 – FINANCIAL

81 Monthly Statement - June 2024

MOTION to accept the Monthly Statement for June 2024 as presented.

8.2 **Council Cheque Listing – June 2024**

**MOTION to accept the Council Cheque Listing for June 2024 as presented.**



## Village of Elnora

### Cheque Listing For Council

Page 1 of 2

2024-Jul-5  
5:13:34PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240233	2024-06-12	1514588 Alberta Ltd		PAYMENT PW SHOP SUPPLIES \	5.23	27.08
			Public Works Village Office	OFFICE SUPPLIES	21.85	
20240234	2024-06-12	Alberta Municipal Services Corporation	24-1053534	PAYMENT POWER AND GAS	4,936.33	4,936.33
20240235	2024-06-12	AMSC - Benefits	1848-2024-06	PAYMENT JUNE BENEFITS	2,322.19	2,322.19
20240236	2024-06-12	ATS Traffic Alberta	1121-50037151	PAYMENT SIGNS AND MARKERS	393.50	393.50
20240237	2024-06-12	Central Alberta Co-op	May 2024	PAYMENT FUEL	596.42	596.42
20240238	2024-06-12	Done Deal Delivery	21270	PAYMENT CHEMICAL DELIVERY	191.10	191.10
20240239	2024-06-12	Elnora Motors 2005	WI-95000	PAYMENT 47G BATTERY	202.65	202.65
20240240	2024-06-12	Environmental 360 Solutions Ltd.	RD0000314307	PAYMENT RECYCLING AND WASTE COLLE	3,270.04	3,270.04
20240241	2024-06-12	GFL Environmental Inc.	YC0000003361	PAYMENT TIPPING FEES	574.50	574.50
20240242	2024-06-12	High Pressure Flushing	2512	PAYMENT SEWER LINES CAMERA	819.00	819.00
20240243	2024-06-12	Jackson, Deborah	July 2024	PAYMENT JULY RENT - LIBRARY	525.00	525.00
20240244	2024-06-12	Parkland Community Planning Services	April 2024	PAYMENT REGIONAL SDAB ANNUAL FEE	504.00	504.00
20240245	2024-06-12	Red Deer County	IVC0014387	PAYMENT YOUTH PROGRAM - BOWLING A	167.39	167.39
20240246	2024-06-12	Rich, Michelle	May/June 2024	PAYMENT FCSS EXPENSES FOR MAY/JUNI	458.75	458.75
20240247	2024-06-12	Servus Credit Union - MIC	May 2024	PAYMENT MAY MASTERCARD	585.43	585.43
20240248	2024-06-12	Snell & Oslund Surveys (1979) Ltd	11464 11465	PAYMENT REAL PROPERTY REPORT ALS REAL PROPERTY REPORT	1,144.50 1,144.50	2,289.00
20240249	2024-06-12	Spiffy Biffys and Septic Services	900267	PAYMENT MANHOLE PLUG	131.25	131.25
20240250	2024-06-12	Tagish Engineering Ltd.	20522	PAYMENT VEL06 - WATER RES AND PH	7,223.90	7,223.90
20240251	2024-06-12	Trochu Motors Ltd.	70126	PAYMENT MOWER PARTS	244.20	244.20
20240252	2024-06-12	UFA	May 2024	PAYMENT SHOP SUPPLIES	130.72	130.72
20240253	2024-06-12	Wesgate, Sharon	June 7, 2024	PAYMENT MILAGE	107.10	107.10
20240254	2024-06-12	Worker's Compensation Board - Alberta	June 15, 2024	PAYMENT WCB INSTALLMENT PAYMENT	989.05	989.05
20240255	2024-06-12	Forsberg, Timothy	June 2024	PAYMENT REIMBURSEMENT FOR TREE RE	250.00	250.00
20240265	2024-06-24	CDM Elnora Pharmacy	June 2024	PAYMENT KEY CUT FOR PUBLIC WORKS	5.25	5.25



## Village of Elnora

### Cheque Listing For Council

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20240266	2024-06-24	ClearTech Industries Inc.	INV1119036	PAYMENT CHEMICAL FOR PUMPHOUSE	351.65	351.65
20240267	2024-06-24	Elnora Minor Ball	June 2024	PAYMENT MINOR BALL SUPPORT	1,500.00	1,500.00
20240268	2024-06-24	Elnora Motors 2005	95185	PAYMENT DEF FLUID	53.66	53.66
20240269	2024-06-24	Ferguson, Lisa	Apr - Jun 2024	PAYMENT MILEAGE	268.80	268.80
20240270	2024-06-24	Higginbottom, Louise	June 2024	PAYMENT CANADA DAY CELEBRATION EXT	1,320.00	1,320.00
20240271	2024-06-24	Krunek, Aimee	June 2024	PAYMENT YC PROGRAM SUPPLIES	469.60	469.60
20240272	2024-06-24	LAPP	June 2024	PAYMENT JUNE LAPP	1,910.98	1,910.98
20240273	2024-06-24	Parkland Regional Library	240107	PAYMENT 3RD QUARTER REQ PAYMENT	701.24	701.24
20240274	2024-06-24	Pennock, Bryce	52022	PAYMENT REIMBURSEMENT FOR RINK LIG	341.25	341.25
20240275	2024-06-24	Quinn, Johanna	101	PAYMENT WATER OPERATOR SERVICES	75.00	75.00
20240276	2024-06-24	Receiver General for Canada	June 2024	PAYMENT JUNE REMITTANCE	4,951.22	4,951.22
20240277	2024-06-24	Richardson, Patricia	June 2024	PAYMENT OFFICE CLEANING FOR JUNE	130.00	130.00
20240278	2024-06-24	Sure Shot Environmental Ltd.	9323	PAYMENT WEED CONTROL	620.53	620.53
20240279	2024-06-24	Telus	06-20440603 06-608758900 may FCSS	PAYMENT OFFICE PHONE AND YC INTERN OFFICE INTERNET FCSS PHONE	152.92 73.50 53.17	279.59
20240280	2024-06-24	Telus Mobility	MAY 2024	PAYMENT PUMPHOUSE CALL OUT PHONE	109.00	109.00

**Total 40,026.37**

\*\*\* End of Report \*\*\*

RODNEY RINTOUL  
#### #### #### 9743

Cardholder Account Detail			
Trans Date	Post Date	Description	Amount
05/03	05/05	CANADIAN TIRE #329 RED DEER AB	\$41.99
05/06	05/07	GREGG DISTRIBUTORS VT EDMONTON AB	\$50.38 ✓
05/06	05/07	GREGG DISTRIBUTORS VT EDMONTON AB	\$52.48 ✓

P / 144.85

SHARON WESGATE  
#### #### #### 1424

Cardholder Account Detail			
Trans Date	Post Date	Description	Amount
05/05	05/06	ZOOM.US 888-799-9886 SAN JOSE CA	\$22.56 ✓
05/10	05/12	STAPLES.CA MISSISSAUGA ON	\$77.78 ✓
05/13	05/14	Amazon Channels amazon.ca BC	\$23.09 ✓
05/13	05/14	YELLOW PAGES MONTREAL QC	\$89.25 ✓
05/22	05/23	CPC / SCP 573639 ELNORA AB	\$207.90 ✓
05/24	05/26	ALBERTA LAND TITLES SP EDMONTON AB	\$10.00 ✓
05/24	05/26	ALBERTA LAND TITLES SP EDMONTON AB	\$10.00 ✓
05/23	05/23	PAYMENT - THANK YOU	\$1,056.55

~~\$440.58~~

\$585.43

Interest Charge Calculation/Plan Level Information							
Plan	Plan	Periodic	Corresponding	Interest	Effective APR	Effective APR	

## 9.0 – CORRESPONDENCE

No correspondence

## 10.0 – COUNCIL REPORTS

### 10.1 Mayor Jul Bissell

a) *Parkland Foundation* - 2023 Annual Report (forwarded under prior email)

### 10.2 Deputy Mayor Ron Duft

### 10.3 Councillor Lisa Ferguson

## 11.0 - CAO & PUBLIC WORKS REPORTS

**MOTION to accept the CAO & Public Works Reports for June 2024 as presented.**

### 11.1 **CAO**

a) Administrator's Report – June 2024 (next page)



# VILLAGE OF ELNORA

## Administrator's Report

**Report Period:** June 2024

**Report Date:** July 9, 2024

### **1.0 ADMINISTRATION**

- 1.1 *Council Meeting(s)* - Preparation, attendance
- 1.2 *Correspondence* – Letters, filing, emails
- 1.3 *Disbursements* – Review & signing
- 1.4 *Financial* – Bank Reconciliation, Revenue/Expense Reports, Budgets, Cheque signing
- 1.5 *Staff* – Payroll & Personnel matters, discussions & task lists
- 1.6 *Planning & Development* – Liaison with Red Deer County
- 1.7 *2024 Budgets* – Preparation, documents, balancing
- 1.8 *2024 Assessment & Property Tax Notices* – Adjust tables, coding, binder, documents
- 1.9 *Annexed Land* – Order in Council/Expiry, Letters, research
- 1.10 *Village Planters*
- 1.11 *Grant Writer* - Research
- 1.12 *2024 Yard Beautification*
- 1.13 *Security Cameras* – C. McTeaghe/RCMP Crime Prevention
- 1.14 *Local Government Fiscal Framework* - Memorandum of Agreements/Operating & Capital
- 1.15 *Municipal Affairs* - Tax Rate Information, filing
- 1.16 *RCMP* – Complaints

### **2.0 FIRE DEPARTMEN**

### **3.0 EMERGENCY MANAGERMENTS**

### **4.0 BYLAWS & POLICIES, AGREEMENT**

- 4.1 Complaints
- 4.2 *Unsightly Premises*

### **5.0 PUBLIC WORKS/STREETS**

- 5.1 *Public Works Foreman* – Daily meetings to discuss operations, concerns, tasks and directives, projects
- 5.2 *Summer Career Program* – Summer student

### **6.0 WATER**

- 6.1 *Water Costing Analysis*

### **7.0 SEWER**

- 7.1 *Sewer Costing Analysis*

### **8.0 GARBAGE**

- 8.1 *Garbage Costing Analysis*

### **9.0 FCSS**

- 9.1 *Elnora FCSS Community Worker* – Discussions, budget review, programming

**10.0 Youth Centre**

10.1 *Youth Centre Co-Ordinator* – Discussions, budget review, programming

**11.0 LAND**

**12.0 RECREATION**

12.1 *Ball Diamonds* – Picnic tables/picnic area, bleachers/weed control

**13.0 CULTURE**

13.1 *Elnora Library* – Discussions with Chairperson/Librarian

13.2 *Library Facility Project*

13.3 *Red Deer County* - Library Project Funding request

**14.0 COURSES/CONFERENCE**

**15.0 PROJECTS**

**15.1 Pumphouse Project (AMWWP Grant)**

- R. Rintoul
- Tagish Engineering – Tender
- Engineer Updates

**15.2 Library Project**

- Library Planning & Development Committee
- Project follow ups



Sharon Wesgate, CAO

**11.2 Public Works Reports**

a) *PW Foreman's Report* - June 2024 (next page)

## **Elnora Public Works Report**

### **July 2024 Meeting**

#### **Streets**

- Mowing and string trimming continues as time permits.

#### **Water**

- Water consumption has increased to 2153 cubic meters for June. This is 71.77 cubic meters per day average. This is lower than last year's June consumption of 3352 cubic meters total with a 111.73 average daily.

#### **Sewer**

- The silt build-up in the sewer mains was removed by High Pressure Flushing on June 4.
- A blockage of the sewer line from the campground was discovered on June 23. Black Gold was hired to open this line with a steam/pressure truck. this opened the line enough to drain the line. The line was flushed by public works on June 24 and discovered that it needed more work. High Pressure flushing was called to clean the line. Perry Warner Plumbing came after the line was cleaned and discovered a big sag in the line at 24 feet from the clean-out. I asked for a rough estimate to replace 250 feet of this sewer line with 6 inch pipe. I am waiting for this price before making any recommendations.

#### **Equipment**

- A spindle on the mower deck of the 60 inch mower failed and was rebuilt by public works. The anti-scalp wheels were also replaced on this mower.
- The half ton was taken to Elnora Motors for a service. Some oil leaks were discovered and have now been repaired.

#### **Staff**

- Hope started work on July 2. She is doing a good job.

#### **Rod Rintoul**

#### **Public Works Foreman**

**12.0 – CONFIDENTIAL**

No matters

**13.0 – ADJOURNMENT**

**NEXT MEETING:** August 13, 2024