

AGENDA
Council of the Town of Lacombe
Monday, September 17, 2007 at 5 PM
in Council Chambers

Time Reference	Agenda Item
	<u>Regular Meeting of Council</u>
5:00	1. CALL TO ORDER
	2. SUPPLEMENTARY AGENDA ITEMS Resolution
	3. ADOPTION OF AGENDA Resolution
	4. CONFIRMATION OF MINUTES Resolution <ul style="list-style-type: none"> • Minutes of the September 10, 2007 Regular Meeting
	5. INFORMATION Resolution <ol style="list-style-type: none"> 1. Council Calendar 2. Legislative Timetable 3. Council Mailbox (8 items)
	6. REPORTS Resolution <ul style="list-style-type: none"> • Mayor • Councillors • CAO
5:20	7. DELEGATION <ul style="list-style-type: none"> • Melissa Cipriano Vanini Tupinamba - Rotary Exchange Student <ul style="list-style-type: none"> ○ Presentation of gift from Brazil
	8. BUSINESS
5:25	<u>42 Wastewater</u> 42.1 Central Alberta Regional Wastewater Study <ul style="list-style-type: none"> • Central Alberta Regional Wastewater System Concept Memorandum Resolution

5:35	<p><u>56 Cemetery Services</u></p> <p>56.1 Columbaria</p> <ul style="list-style-type: none"> • Columbaria Units Memorandum Resolution: Option 1 Resolution: Option 2
5:45	<p><u>12 Administrative Services</u></p> <p>12.1 Municipal Sponsorship Program Application</p> <ul style="list-style-type: none"> • Selection of Project Memorandum Resolution
5:55	<p><u>91 Natural Gas & Electric Power</u></p> <p>91.1 Franchise Agreement</p> <ul style="list-style-type: none"> • Set 2008 Franchise Tax Rate Memorandum Resolution: Natural Gas Rate Resolution: Electric Power Rate
6:00	<p>9. ADJOURNMENT Resolution</p> <p><u>Future Meetings</u></p> <ul style="list-style-type: none"> • October 1, 2007 - Regular Council Meeting (Public Hearing Only)

TOWN OF LACOMBE
MINUTES OF COUNCIL MEETING 07-16

Minutes of the Regular Meeting of Council held on **September 10, 2007** in the Council Chambers of the Town Administration Office.

Present: Mayor Gordon
Councillor Christie
Councillor Dixon
Councillor Koberstein
Councillor Olsen – at 5:10 PM
Councillor Foster

Regrets: Councillor Parent

Staff Present: Ken Kendall, Chief Administrative Officer
Michael Minchin, Corporate Services Director
Brenda Vaughan, Community Services Director
Paul Salvatore, Economic Development Officer
Paul Deleske, Communications Officer
Kristin Teskey, Administrative Assistant

Others Present: Lisa Joy, Lacombe Globe
Matt Geddes, CJUV-FM Radio
Casey Kooyman, BDO Dunwoody LLP

CALL TO ORDER

Mayor Gordon called the meeting to order at 5:00 PM.

SUPPLEMENTARY AGENDA ITEMS

11/178.17 07MO
Supplementary items
07-195

MOVED BY Councillor Koberstein:

THAT the following supplementary agenda items be considered:

- 66.1 Residential Land Development

CARRIED UNANIMOUSLY

ADOPTION OF AGENDA

11/178.18 07MO
Agenda adopted
07-196

MOVED BY Councillor Koberstein:

THAT the agenda be adopted as circulated.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

11/179.15 07MO
Minutes confirmed
07-197

MOVED BY Councillor Dixon:

THAT the minutes of the August 27, 2007 Regular Meeting be confirmed as amended.

CARRIED UNANIMOUSLY

REPORTS

Councillor Foster

- Attended retirement party for retiring CAO, Robert Jenkins
- Received complaints re Beaver at Cranna Lake; CAO advised

Beaver had been trapped and released at another location

Councillor Dixon

- Attended Municipal Planning Commission (MPC) meeting; receiving numerous open storage applications; would like to create esthetic and landscaping standards for Industrial area
- Attended retirement party for retiring CAO, Robert Jenkins

Councillor Koberstein

- Attended Police Commission meeting
- Attended retirement party for retiring CAO, Robert Jenkins

Councillor Christie

- Attended MPC meeting
- Attended retirement party for retiring CAO, Robert Jenkins

Councillor Olsen

- Attended Central Alberta Regional Trails Society meeting; discussed Trans Canada Trail, engineering underway for bridge to cross Blindman River
- Parkland Regional Library advised fees increasing for 2008
- Attended retirement party for retiring CAO, Robert Jenkins
- Attended Lacombe Arts Endowment Committee meeting

Mayor Gordon

- Planning underway for Anna Maria Kaufmann concert and Lacombe Memorial Centre Grand Opening celebrations; Grant received from Minister of Community Development to assist in concert costs
- Attended retirement party for retiring CAO, Robert Jenkins

CAO

- 2007 Infrastructure Project nearing completion; 52 Street to be paved over next two weeks
- Remaining concrete to be poured in Spray Park, operational in 2008

Corp SD

- Municipal Sustainability Initiative funding criteria released, process similar to other grants

Comm SD

- Lacombe Foundation submitted Affordable Housing proposal for funding
- LMC; FCSS preparing to move in, Library moving books in, installation of art work
- Playground installed in Willow Ridge

11/173.41 07MO
Council and CAO
reports received
07-198

MOVED BY Councillor Dixon:

THAT the Council and CAO reports be received as information.

CARRIED UNANIMOUSLY

INFORMATION

11/173.42 07MO
19 information items
received
07-199

MOVED BY Councillor Koberstein:

THAT the following information items be received:

1. Council Calendar
2. Legislative Timetables
3. Alberta Solicitor General and Minister of Public Security: Letter re 2007-08 Municipal Policing Assistance Grant Funding
4. Minister of Municipal Affairs: Letter re: Municipal Sustainability Initiative Funding Criteria Guidelines
5. Lacombe & District Historical Society: Letter re Michener House Parking
6. Municipal Suppliers: Municipal News for August 28, 2007
7. Municipal Suppliers: Municipal News for August 29, 2007

8. Municipal Suppliers: Municipal News for August 30, 2007
9. Municipal Suppliers: Municipal News for August 31, 2007
10. Municipal Suppliers: Municipal News for September 4, 2007
11. Municipal Suppliers: Municipal News for September 5, 2007
12. Municipal Suppliers: Municipal News for September 6, 2007
13. AUMA: Municipal News for Council for August 30, 2007
14. AAMD&C: 'Contact' newsletter for August 31, 2007
15. WCPS: 'Board Happenings' newsletter for August 28, 2007
16. WCPS: Upcoming meeting dates for 2007
17. Tourism Red Deer: 'Tourism News' newsletter for September, 2007
18. WCPS: Media Release re new Transportation Manager appointed
19. AUMA: Municipal News for Council for September 5, 2007

CARRIED UNANIMOUSLY

Item #5

Councillor Olsen brought attention to the request for discussion on parking availability at Michener House. The CAO advised when the LMC is fully operational some street parking problems will be alleviated. He noted he will advise the Historical Society.

BUSINESS

13 Financial Services

13.1 2007 Audit and Year End

Casey Kooyman, BDO Dunwood LLP, presented the Auditor's Management Letter for the audit of the consolidated financial statements of the Town of Lacombe for the year ended December 31, 2006. He acknowledged the finance staff for their part in completing the preparation work for the audit.

He noted the following points from the audit:

- Internal controls workings as expected
- Some issues with entities such as NRDRWSC with respect to monitoring of financial position
- Changes to the Local Government Reporting Model due to calculation of Tangible Capital Assets

The Corporate Services Director advised the major challenge with respect to the Tangible Capital Assets reporting model will be in determining a model for calculating values to ensure consistency among municipalities as there currently is no software that has been created. He added a major concern for implementation of this new model is ensuring staff availability to quantify and enter data. Other changes include the calculation of remaining service life and recording grants as income when received versus when expended.

The Auditor explained the changes will have a major impact on the budgeting process. The Corporate Services Director indicated it would be very difficult to go backwards and calculate values for existing assets. Council discussed the further implications of the accounting changes.

Mayor Gordon inquired into the effects of reducing the number of cheque runs per month to one. The Auditor replied reducing the cheque runs to once per month from two could result in late payments due to conflicting billing dates. He added an electronic signature plate would save time and allow for more time in reviewing the invoices for discrepancies.

MOVED BY Councillor Foster:

THAT the Auditor's Report for the Audit of the Consolidated Financial Statements of the Town of Lacombe for the year ended December 31, 2006 be received as information.

CARRIED UNANIMOUSLY

13/117.02 07MO
Auditor appointment
2007
07-201

MOVED BY Councillor Koberstein:

THAT the firm of BDO Dunwoody LLP be appointed as Auditors for the Town of Lacombe for the financial year of 2007.

CARRIED UNANIMOUSLY

15 Information Services

15.1 Information Systems Security and Storage Policy

The CAO reviewed a memorandum advising the IT department attempted to cover all potential challenges with the policy adding currently there is minimal staff abuse of the system.

Councillor Koberstein asked if the Policy should be administered by Management versus Council. The CAO responded it would be monitored by Management and separated into Council policies and internal policies.

15/212.01 07MO
Information Systems
Security and Storage
Policy adopted
07-202

MOVED BY Councillor Koberstein:

THAT the Information Systems Security and Storage Policy be adopted as presented.

CARRIED UNANIMOUSLY

75 Parks and Playgrounds

75.1 Request for Playground Zone

The CAO presented a memorandum summarizing potential alternatives for Woodland Drive between Maple Bay and Cranna Lakes Drive intersections.

Councillor Olsen noted there is a marked crosswalk in place at the intersection of Woodland Drive and Maple Bay and vehicles are not stopping for pedestrians. In addition, cars parked on the street at the intersection block the view of pedestrians of oncoming traffic. Councillor Christie suggested installing a no parking zone around the intersection. The CAO recommended the Lacombe Police Services increase enforcement at this intersection and evaluate problems.

11/154.01 07MO
Playground Zone
request on Woodland
Drive deferred
07-203

MOVED BY Councillor Foster:

WHEREAS a concerned citizen requested the implementation of a playground zone on Woodland Drive at the intersection with Woodland Drive and Maple Bay, and

WHEREAS a review by Engineering Services has determined the road provided poor sight lines for eastbound traffic on Woodland Drive, and

WHEREAS the intersection is used by children on route to and from school

NOW THEREFORE BE IT RESOLVED THAT Council defer decision until we discuss further.

CARRIED UNANIMOUSLY

78 Culture

78.1 Art Collection Policy

The Community Services Director presented a memorandum advising the Recreation Master Plan provided direction to develop cultural initiatives that would contribute further to a vibrant community. The Art Collection policy provides a mechanism for the

public to donate to a Public Art Collection. A Selection Panel would be assembled to proceed with further process development and marketing

Mayor Gordon stated this is an exciting, innovative initiative that the community would support. She added the Lacombe region is home to a number of talented artists.

Councillor Foster expressed his concern for the security of free standing pieces. The CAO responded there are numerous locations throughout the LMC that contain elevated areas for displaying art work, as well display cases could be created. The Community Services Director added the nature of the piece would be considered when finding a well-suited location for display.

78/012.01 07MO
Public Art Collection
Policy Adopted
07-204

MOVED BY Councillor Christie:

THAT Policy 78/012.01 (07) – Public Art Collection Policy be adopted.

CARRIED UNANIMOUSLY

11 Council and Legislative

11.1 Alberta Urban Municipalities Association

The CAO reviewed arrangements for the 2007 AUMA Conference. Registration to be finalized after Municipal Election.

11/177.33 07MO
Move *in camera*
07-205

MOVED BY Councillor Dixon:

THAT Council move in camera at 6:30 PM to discuss the following items:

42.1 Storm Water Drainage

- Residential drainage problem

66.1 Residential Land Development

- Update on REHDI

CARRIED UNANIMOUSLY

11/177.34 07MO
Open Meeting
07-206

MOVED BY Councillor Foster:

THAT Council return to Open Meeting at 7:45 PM.

CARRIED UNANIMOUSLY

ADJOURNMENT

11/177.35 07MO
Meeting adjourned
07-207

MOVED BY Councillor Koberstein:

THAT the meeting adjourn at 7:46 PM.

CARRIED UNANIMOUSLY

Mayor

Chief Administrative Officer



News release

Managing growth pressures

September 14, 2007

Landmark initiative gives municipalities 10 years of stable funding

Province provides flexibility for municipalities to target spending in future years

Edmonton... After consultation with municipalities, Premier Ed Stelmach is announcing the funding formula for the Municipal Sustainability Initiative (MSI). This historic 10-year funding arrangement will provide municipalities with more flexibility on how to spend their MSI funds in subsequent years and fulfills the Premier's commitment to all Alberta municipalities to address growth pressures.

"This is historic," said Stelmach. "Never before have Alberta's municipalities been able to bank on such a substantial package of sustainable funding."

"This arrangement gives municipalities flexibility to target MSI funding towards their specific high-priority projects while ensuring accountability to taxpayers," said Ray Danyluk, Minister of Municipal Affairs and Housing. "The 10-year funding will help municipalities achieve a predictable and sustainable revenue source for the future."

The funding formula is a hybrid of population, education property tax requisitions, and kilometres of road. It also includes base funding for all municipalities.

This initiative ensures the continued need for municipal accountability and recognizes that if provincial revenues fall, the MSI may have to be adjusted.

The MSI program fulfills the Premier's commitment to provide municipalities with new funding of \$400 million for this year, \$500 million in 2008-09, \$600 million in 2009-10 and ramping up to \$1.4 billion annually in 2010-11. The total funding over the 10-year period is estimated to be \$11.3 billion.

This initiative is one of the actions under Premier Stelmach's plan to manage growth pressures. Other priorities for the government are to govern with integrity and transparency, improve Albertans' quality of life, build a stronger Alberta, and provide safe and secure communities.

-30-

Attachment: MSI funding formula for municipalities

Media enquiries may be directed to:

Tracy Balash, Communications
Municipal Affairs and Housing
(780) 427-8862

Tom Olsen, Director of Media Relations
Office of the Premier
(780) 422-4905
(780) 718-3034 (cell)

To call toll free within Alberta dial 310-0000.

Background

September 14, 2007

MSI funding formula for municipalities

MSI funding for 2008-09 and future years will be calculated and allocated to municipalities on the following basis:

- Municipalities will receive base funding of \$35,000 in 2008-09 and 2009-10. In 2010-11, base funding will increase to \$120,000 annually. Municipalities with populations less than 100 will receive pro-rated base funding of \$350 per capita in 2008-09 and 2009-10 and \$20,000 plus \$1,000 per capita in 2010-11 and the years following. Summer villages will receive 50 per cent of base allocation.
- Municipalities with under 10,000 population and limited local assessment bases will also receive sustainable investment funding. A total of \$15 million will be allocated in each budget year to qualifying municipalities.
- The remaining funds which constitute the large majority of MSI funding will be allocated by a formula incorporating the following: 48 per cent allocated on a per capita basis; 48 per cent allocated based on education property tax requisitions; and four per cent allocated based on kilometres of local roads.
- Various municipalities had their own preferred allocation formulas for the MSI. This hybrid formula delivers within 85.9% and 91.3% of their preferred models.

Final funding allocations for all Alberta municipalities will be announced later this year and posted on www.municipalaffairs.gov.ab.ca once official municipal population lists and final education tax requisitions are determined.

Preliminary **estimates** indicate that once the program is ramped up to \$1.4 billion per year in 2010-11:

- Calgary will receive approximately \$406.7 million per year and \$3.3 billion over 10 years.
- Edmonton region of 24 municipalities will receive \$380.4 million per year or \$3.1 billion over 10 years (*City of Edmonton will receive approximately \$260.7 million per year and \$2.1 billion over 10 years*).
- Other Alberta municipalities will receive the balance of the funding, which is approximately \$732.6 million per year or \$5.9 billion over 10 years.

-30-

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News release

Improving Albertans' quality of life

September 12, 2007

Government invests \$30 million to help Albertans age in their communities

Capital grants respond to need for affordable supportive living

Calgary... The province is launching a new \$30 million program to help low- and moderate-income seniors and persons with disabilities age in their communities.

The Affordable Supportive Living Initiative (ASLI) will provide \$30 million in capital funding to help develop affordable, supportive living projects across Alberta.

"We want to help Albertans remain in their communities when they are no longer able to live independently due to health and personal care needs," said Greg Melchin, Minister of Seniors and Community Supports. "We recognize the growing need for supportive living units across the province. That's why we've been helping build supportive living projects in rural communities over the past few years, and why we're investing in even more communities today."

Organizations across the province, including those in Calgary, Edmonton and other high-growth areas, are encouraged to apply for funding under the program. Proposals to modernize existing facilities, such as seniors' lodges, will also be eligible for consideration under the initiative. Projects that can be underway within the next six months will be given priority.

Partial funding for the program is made possible by the Government of Canada's Affordable Housing Trusts.

Supportive living provides more housing choices to seniors and persons with disabilities, enabling them to remain in their own communities as they age. If an individual is no longer able to remain in their own home, but does not require the full-time care of an institutional setting, a range of supports can be provided to help residents live independently.

The deadline for proposals is October 29. To submit a proposal or to learn more about the program, visit the Seniors and Community Supports website at www.seniors.gov.ab.ca

Increasing the availability of affordable supportive living options is part of Premier Ed Stelmach's plan to improve Albertans' quality of life. Other priorities for the government are to manage the province's growth pressures, govern with integrity and transparency, build a stronger Alberta, and provide safe and secure communities.

Note to Editors: High-resolution photographs and an audio file of the event will be available on the Seniors and Community www.seniors.gov.ab.ca following the event.

Media enquiries may be directed to:

Janice Schroeder
Communications
Alberta Seniors and Community Supports
(780) 415-9950

To call toll free within Alberta dial 310-0000.

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From "Lacombe and District Chamber of Commerce" <chamber5@telus.net>
Subject General Membership Meeting - Wednesday, September 19th at 7:30 am
Date Mon, September 10, 2007 11:16 am
To "Lacombe and District Chamber of Commerce" <chamber5@telus.net>

Chamber Members,

General Membership Meeting

Wednesday, September 19th at 7:30 am

Join us for the most important meal of the day at the Lacombe Memorial Centre

\$10.00 Includes breakfast – Please RSVP by Friday, September 14th to the
Chamber office

Morning Program:

Breakfast & Networking

General Membership Meeting

TD Merchant Discount Program Presentation

Mayor Gordon - Residential Housing Development Initiative (REHDI)

Tour of the newly renovated Lacombe Memorial Centre

No virus found in this outgoing message.

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Version: 7.5.485 / Virus Database: 269.13.13/998 - Release Date: 10/09/2007 8:48 AM

September 7, 2007

Volume 2007 Issue 34

Harper Opts for New Session of Parliament

(from the *Edmonton Journal*, Wednesday, September 5, 2007) Prime Minister Stephen Harper pushed the country a step closer to a possible 2007 election, choosing to prorogue Parliament and open a new session Oct. 16, rather than resume the current session as scheduled on Sept. 16. The one-month delay means Parliament must now reconvene with a throne speech -- followed by a House of Commons vote of confidence on the speech in which the Conservative minority could be defeated, prompting a federal election. In a brief written statement, Harper said he was proroguing Parliament in order to "launch the next phase of our mandate." For more information click [here](#).

Oil, Gas Futures Rise On Storm Predictions and Supply Concerns

(from the CBC News, Wednesday, September 5, 2007) Energy futures ended higher after a choppy day in which traders balanced concerns about hurricanes against worries about the U.S. economy's strength. Prices drew support from expectations that Thursday's petroleum inventory report will show declines in crude oil and gasoline supplies. Energy prices rallied after a Colorado State University forecaster predicted that five more hurricanes are likely this season, and that two of the hurricanes would be major. The forecast injected jitters into a market already worried that oil and gasoline supplies are tight amid strong global demand. For more information click [here](#).

Premier Halts Controversial Blasting Under Lake

(from the CBC News, Wednesday, September 5, 2007) Premier Ed Stelmach has halted a plan to conduct seismic testing under a pristine lake in northeastern Alberta, reversing a cabinet minister's earlier decision. Stelmach said Tuesday he isn't concerned as much with the testing as he is with plans to mine bitumen — a heavy, tar-like oil — from under Marie Lake, a process he called experimental and possibly not safe. For more information click [here](#).

Oil Company Find One Heck of a Fish Story

(from the *Edmonton Journal*, Wednesday, September 5, 2007) Instead of finding oil, an exploration company turned up a 96-million-year-old fish when it went drilling near Grande Prairie. The prehistoric fossil is the first reported find of its kind in Canada, from 1,325 metres underground. Cequel Energy, which has since become part of another company, didn't realize what it had caught. The discovery came later when University of Alberta researchers analyzed core samples as part of an unrelated project studying the sediment of northwestern Alberta. For more information click [here](#).

CPR Buying US Regional Railroad

(from the CBC News, Wednesday, September 5, 2007) Canadian Pacific Railway plans to buy the Dakota, Minnesota & Eastern Railroad Corp. in a deal that could ultimately be worth \$2.48 billion US. CPR said late Tuesday it will pay \$1.48 billion US in cash for Sioux Falls, S.D.-based DM&E, which will add more than 4,000 kilometres of track in eight states to its network and boost its access to U.S. Midwest markets for agricultural products, coal and ethanol. For more information click [here](#).

Western Grain Shippers File Complaints Against CN Over Grain Shipping

(from the CBC News, Wednesday, September 5, 2007) Formal complaints are being filed against Canadian National Railway Co. (TSX:CNR) by a group of Western grain shippers who accuse the railway of hurting farmers by delaying grain shipments. Complaints by the Canadian Wheat Board and North East Terminal Ltd. were filed Wednesday with the Canadian Transportation Agency, alleging CN has failed to comply with a previous ruling by the regulator. Other shippers expected to file cases are Parrish & Heimbecker Ltd., Paterson Grain, Providence Grain Group Inc. and North West Terminal Ltd. For more information click [here](#).

\$300M Mini Refinery to Open by 2010

(from the *Edmonton Journal*, Thursday, September 6, 2007) A target date of 2010 was set Wednesday for completing the first new refinery built in Canada in 23 years. Up to 300 construction workers will erect a compact plant for \$300 million in refinery row on Edmonton's eastern edge, said project sponsor Beaver Hills Processing GP Inc. Only 15 to 20 permanent staff will be needed to run the Strathcona County site's new generation of efficient technology for making gasoline, diesel and petrochemicals. The operation will be less than one-third as large as jumbo Edmonton-area plants that Imperial Oil, Petro-Canada and Shell Canada have used to satisfy most western Canadian fuel needs since the 1970s. For more information click [here](#).

Alberta's Labour Shortage Eases

(from the CBC News, Friday, September 7, 2007) The number of available workers in labour-strapped Alberta is on the rise, according to figures released by the provincial government Friday. There were 3,800 more workers in the labour market in August than July. The province's unemployment rate has also increased, to 3.5 per cent in August from 3.3 per cent in July. Red Deer had the lowest unemployment rate, at 2.9 per cent, while Wood Buffalo and Cold Lake had the highest, at 4.3 per cent. For more information click [here](#).

Municipal News

After two open houses, the **County of Newell** has given first reading to a redrafted Land Use Bylaw. One of the goals is to make the document more accessible and easier for ratepayers and council to work with.

Carseland, a hamlet in **Wheatland County** is expected to double in size once a development permit is approved that would see over 231 new single family homes.

Announcements

Industrial Wastewater Pollution Prevention and Control Seminar

The Edmonton Waste Management Centre of Excellence (EWMCE) invites members of your municipality to attend the upcoming seminar on September 20, 2007. The seminar will focus on wastewater generated by the metal finishing and food processing industries. Case studies will showcase a practical framework for identifying and implementing pollution prevention (P2) measures, while demonstrating how the integration of P2 with pretreatment results in lower capital costs and increases financial sustainability. Download the [seminar notice](#) and [registration form](#) for additional details. Feel free to share this message with any colleagues or associates who may also be interested in attending. The **deadline** to register is September 18th.

CAAMD&C Regional Meeting

The MD of Bighorn is looking forward to hosting the Annual CAAMD&C Regional Meeting on Friday September 28th at the Frank Wills Memorial Hall in Cochrane. Please RSVP with the names and titles of those attending by Friday September 21st to Emily Smith to help ensure appropriate numbers for catering. RSVP INFORMATION: by email to: emily.smith@mdbighorn.ca or by phone at (403) 233-7678.

Creative Construct: Building for Culture and Creativity

The *Creative Construct: Building for Culture and Creativity* symposium will bring together participants from around the world to exchange the latest ideas and practices on the development of cultural and creative spaces; cultural planning and investment strategies for cultural infrastructure and cultural districts; and collaborative approaches to enhancing the cultural vitality, creative potential, and competitiveness of cities and communities. The symposium will take place from April 29 – May 1, 2008 in Ottawa, Ontario. **Further conference details are available at www.symposium2008.ca**

Alberta's Oil Sands: Transportation Challenges and Opportunities

The development of the oil sands in the Wood Buffalo Region of Alberta has captured the imagination of oil executives, politicians, financiers and consumers across Canada and throughout the world. The Van Horne Institute thought it was timely to hold a conference to discuss the transportation challenges and opportunities in Alberta's oil sands. The conference takes place on October 18 and 19, 2007 at the Westin Edmonton. For more information phone (403) 220.8455.

Employment Opportunities

City of Leduc, resume@leduc.ca

- Director of Planning and Development
- Emergency Communication Operator

MD of Opportunity No. 17,
marym@mdopportunity.ab.ca

- IT Administrator
- Land and Development Officers (3)

Red Deer County, jcurrie@reddeercounty.ab.ca

- Conservation Coordinator

Town of Athabasca, doug@town.athabasca.ab.ca

- Bylaw Enforcement Officer

Town of Beaumont, careers@daviespark.com

- General Manager

Town of High Prairie, cao@highprairie.ca

- Treasurer

Town of Cochrane, Consult@DaviesPark.ca

- Director of Planning and Engineering

MD of Rocky View, careers@rockyview.ca

- Fire Chief
- Community Peace Officer

Lac Ste Anne County, www.gov.lacsteanne.ab.ca

- Utilities and Public Works Foreman

Strathcona County, jobs@strathcona.ab.ca

- Development Officer II
- Transportation Analyst

Equipment for Sale

Flagstaff County, Murray Moulder

Ph: (780) 384.4106

- Rex Rotovator - 7' Rotovator

Detailed information on classified postings is available on the AAMDC website at www.aamdc.com.

To subscribe to this newsletter, please e-mail aamdc@aamdc.com

Town of Lacombe

MEMORANDUM

DATE: September 12, 2007

TO: Mayor Judy Gordon and Members of Council

FROM: Kenneth Kendall

RE: Central Alberta Regional Wastewater

Ref # 42/922

I have been in discussions with Robert Jenkins regarding the Central Alberta Regional Wastewater System. My recommendation would be to create a separate commission solely focused on the Regional Wastewater project. Additionally, through discussions with Stantec they are in agreement and also recommend the creation of a separate commission.

There is a need to get the project moving quickly so we can put together an application package for funding before late October. Stantec has enough information to supply a letter of support for the application of funding. Bob has indicated his interest in providing his services in the creation of the commission and moving forward with the initiative. I feel it would be best that we engage Bob to proceed with the project and coordinate the efforts of the other communities in developing the commission and creating the grant application. We will need to develop a contract with Mr. Jenkins, details of the contract will come to Council for approval at a future meeting.

Bob has provided an update to Council on the activities of the committee since the last Council presentation on June 25, 2007. The attached [Confidential Memorandum](#) presents two alternatives for the organizational structure that would implement the master plan and develop the facilities.

Town of Lacombe

MEMORANDUM

DATE: September 7, 2007

TO: Mayor Judy Gordon and Members of Council

FROM: Colleen Robinson, Special Projects Coordinator
Brenda Vaughan, Community Services Director

RE: Columbaria Units

Ref # 56/451
rates

Background

The issue of developing a columbaria site in our cemetery has been ongoing since August 2003 when the Council of the day was provided with Cemetery Options in a memorandum from Ken Kendall. As it was felt the present location of our cemetery would soon near capacity, Council was asked in that memo to consider new locations, rates and whether columbaria niches should be an option. Council directed Administration to explore these options and report back to them.

Administration carried out their investigation and incorporated that information into the Cemetery Development Plan. Columbaria niches were an interment option included under Objective 2. On August 9, 2004 Council adopted the Cemetery Development Plan and in the Fall of 2006 Council allocated \$70,000 in the 2007 capital budget for the purchase of columbaria.

A Request for Proposal was sent to two columbarium manufacturers and the successful bid was received from Kootenay Monuments Inc. I am pleased to advise that Phase 1 of the columbaria for Fairview Cemetery is now in place. The total cost for Phase 1 was \$86,055.60. \$70,000 had been allocated in the 2007 budget, however excavation work and the cost of the entire cement pad has been included in this figure. Phase 1 consists of 148 niches.

Financial Costs

Phase 1 and 2 total cost of columbaria, cement and excavation = \$160,857

Total Niches = 340

Our cost per niche = \$474

Our niches come in 2 sizes:

12" x 12" x 12" and 12" x 12" x 16" Both niche sizes hold two urns, however the larger niche will accommodate additional memorabilia. Due to the two sizes we require two different retail prices.

A survey of Leduc, Olds, Red Deer and Innisfail revealed a price range of between \$950 - \$1,640 per niche.

COLUMBARIUM NICHE COST						
Size 1 - 12" X 12" X 12"						
Size 2 - 12" x 12" x 16"						
Total Cost of Project		\$160,857				
Total Number of Niches		340				
Town's cost per Niche		474				
Option A	Size 1 \$	Our Profit Per Niche	# Niches Sold to Recover Cost	Size 2 \$	Our Profit Per Niche	# Niches Sold to Recover Cost
Resident	1,300	826	124	1,500	1,026	107
Non resident	1,600	1,126	101	1,800	1,326	90
Option B						
Resident	1,100	626	147*	1,300	826	124
Non Resident	1,400	926	115	1,600	1,126	101

* Using thi scenario, once 147 units were sold at \$1,100 each, the remaining 193 units sold at \$1,100 would provide \$212,300 profit.

For comparison purposes I have provided approximate costs for traditional burials as follows:

	Cemetery Plot	Cremation Plot
Plot	365	195
Interment	240	70

Headstone	2,500	1,500 (small upright)
Casket/Urn	<u>2,000</u>	<u>1,000</u> (cremation)
Approx. Total Cost	5,105	2,765

Current Inventory

- • In 2006 the Town sold 44 regular plots and 13 cremation lots
 - To Sept. 6/07 we have sold 48 plots in total
 - 29 cremation lots are available for sale
 - 79 regular plots are available for sale
 - 148 columbarium niches are available for sale

Financial Information

- • excess revenue from the sale of niches will be placed in the capital reserve account to cover the cost of perpetual care for the cemetery
 - as required, there will be capital budget allocations to cover future expenditures when required

Recommendation

We would ask that Council pass a motion recommending either Option A or Option B rates to apply to the sale of the columbaria niches.

Town of Lacombe

MEMORANDUM

DATE: September 11, 2007

TO: Mayor Judy Gordon and Members of Council

FROM: Kenneth Kendall, Chief Administrative Officer

RE: 2007 Municipal Sponsorship Program Grant Information Ref #12/482

Annually, Alberta Municipal Affairs offers conditional funding under the Municipal Sponsorship Program. The funding is based on the following (using the 2007 Municipal Census Population of 11,562):

Funding Components	Maximum Grant Available to the Town of Lacombe
Base Grant, allocated on a graduated per-capita basis	\$72,810
35% Intermunicipal Bonus for projects that involve a partnership of two or more eligible municipalities	not applicable
60% Priority Bonus for projects that focus on any of the following areas	\$116,496
<ul style="list-style-type: none">• energy efficiency• infrastructure management systems• emergency services• sustainability and land use planning• water and waste water treatment or distribution/collection systems	

Administration recommends that a Municipal Sponsorship Program application be submitted for the purchase of a combination sewer jetter and vacuum truck which would assist in the removal of root masses that cause sewer main blockages and the associated problems with flooded basements.

Council last discussed the alternatives for sewer service line maintenance at the [March 26, 2007 Regular Meeting of Council](#).

We are also looking for additional grant support for this project through the Municipal Sustainability Initiative program that can be linked to this Municipal Sponsorship Grant project. We will add the remaining costs to the 2008 Financial Plan & Budget for Council's final review and approval. The final required support from the budget is yet to be determined. If for some reason we can't make it work in the 2008 budget, we will request for the allocation of the sponsorship funds towards another project. At this point, no other potential projects have been identified for this grant. We are asking for Council's resolution to meet the September 28, 2007 deadline and proceed with the application.

In past this grant has been used for the following purposes:

Year	Project	Intermunicipal	Total Grant
2006	LMC	Yes	\$156,905.73
2005	Aerial Fire Truck	Yes	\$187,000
2004	Lacombe Recreation Complex Heat Recovery Project	Yes	\$193,000
2003	North Lacombe Open Space Enhancement Project	No	\$121,000
2002	E-Government and Information Access Project	No	\$53,000
2001	Operational Facility Development Project	No	\$111,000

[Program Announcement](#), [Guidelines](#) and [Application](#) (note: interactive form)

<end>

Town of Lacombe

MEMORANDUM

DATE: March 23, 2007

TO: Mayor Judy Gordon and Members of Council

FROM: Kenneth Kendall, Assistant Chief Administrative Officer

RE: Sewer Service Line Maintenance

Ref #: 26/154

At the March 12, 2007 Regular Meeting, Council discussed the recent complaints regarding the provisions of the Water and Wastewater Bylaw which obligate the utility customer to pay for maintenance of the wastewater service line. The Infrastructure Services department currently offers a service for \$90 in which staff will clear blockages in the sewer line but are unable to remove the roots of the trees which may be causing the problem. Council requested that I look into the cost of purchasing the required equipment so that staff are able to remove the tree roots in addition to clearing the blockages.

This is a somewhat difficult situation for Council to deal with due to the high number of trees we have on our boulevards. Attached is a [memorandum from Doug Harris](#) outlining the operating costs and capital expenditures required to meet an expected level of service. It should be noted that the option presented by Doug does represent a significant investment in equipment but does offer additional flexibility to the department with the availability of a vacuum truck which creates additional efficiencies when repairing water mains, excavating grave sites, etc . Council will need to make a determination from a policy perspective on one of the following options:

- Maintain current service level (\$90 to clear blockage, no root removal)
- Increase service level thereby the Town would enter into a higher level of service which would respond to property owner's needs directly without the need to refer them to a private company
- Reduce level of service where we offer no maintenance service at all for property owners

Town of Lacombe

MEMORANDUM

DATE: March 21, 2007

TO: Kenneth Kendall, Assistant Chief Administrative Officer

FROM: Doug Harris, Utilities and Fleet Manager

RE: Comments regarding sewer service root removal

The most effective process for root removal in service lines utilizes a machine that uses a stiff cable to spin blades inside the sewer pipe to cut out roots. This machine is powered by a 120 volt electric motor and weighs about 100 kg. including cable and cutters.

These machine cost \$2,700 to \$3,000.

It would be possible, given sufficient staff, for us to provide this service to homeowners instead of having them call a private contractor. This process would involve the following:

- Load root cutter onto truck at the shop, then move root cutter into the homeowner's basement for the actual cutting of the roots then move root cutter out of basement
- Two workers using the sewer jetter would then flush the roots from the line into the main

I have calculated that this service would cost the homeowner about \$250 to \$300 if done during normal working hours and about \$365 to \$420 if done outside of normal work hours. I expect there would be some expectation from homeowners that this be a free service.

With current staffing, it would be difficult at times to have staff available to perform this additional service. We currently are having difficulties performing all of the work that should be done by our water and wastewater personnel, e.g. water main flushing, valve exercising and repairing any regularly scheduled sewer main flushing and hydrant maintenance.

I recommend that we add a person to our Utilities staff on a year round permanent basis before we can effectively perform any additional water or wastewater work.

Additionally, any root removal process should include the removal of root masses from the sewer main after cutting them from the services. This would be done each time roots are cut but, I assume would not be a service for which we could charge the homeowner.

Root masses may cause sewer main blockages and the associated problems with flooded basements as well as possible pump clogging in sewage lift stations. Removal of loose root masses is done from the manholes with a vacuum truck

I recommend that our current sewer jetter be replaced with a unit that is a combination sewer jetter and vacuum truck. This truck-mounted unit, costing about \$250,000, would be utilized in many ways by the Utilities staff as well by Public Works generally. The jetter is more powerful than the one that we currently have, which would reduce the amount of contract flushing that we would need to hire.

These units can be used to clean loose root masses from sewer mains and manholes, cleaning of catch basin sumps, replacement of curb boxes and rods without an excavation, assistance in the clean repair of water breaks, the location of shallow utilities prior to excavations and many similar jobs. Some communities are even using these machines for a quick, no burn method of cremation plot excavation and for sign replacements in frozen ground.

To replace our existing trailer-type jetter would cost approximately \$75,000. The truck needed to pull the trailer-type jetter costs approximately \$50,000 to purchase.

I hope that these comments and recommendations are useful.

Town of Lacombe

MEMORANDUM

DATE: September 14, 2007

TO: Mayor Judy Gordon and Members of Council

FROM: Kenneth Kendall, Chief Administrative Officer

RE: Adjustments to 2008 Electric Power and
Natural Gas Franchise Rates

Ref #: 91/223

As per our agreement with FortisAlberta for electricity supply and ATCO Gas for our natural gas supply for the connection within the Town of Lacombe, we have the option annually to modify the franchise fee rates for the upcoming financial year. Due to the requirement of public advertisement of any change in the rate, the consideration and recommendation will need to be completed prior to the 2008 Financial Plan and Budget.

The current franchise rate is 6.2% of the Distribution Tariff Revenue of FortisAlberta which is expected to give us revenue in 2007 of \$166,000.

Currently, the franchise rate for ATCO Gas is 22% which is expected to give us revenue in 2008 of \$375,287.

If Council is prepared to leave the rates alone for 2008, then we can prepare the 2008 Financial Plan and Budget on that premise and advise the companies that there would no changes. If however, Council sees that the rates should be adjusted, either up or down, then we should begin to identify these directions and determine our policy objectives so that the decision can be made at your next regular meeting.

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