

Regular Council Meeting of the Town of Legal in the Province of Alberta held in the Town Council Chambers, September 21st, 2009 commencing at 7:00 PM.

PRESENT: Mayor St. Jean, Deputy Mayor Baril, Councillor Bennett, Councillor Hughes, Councillor Ouellette.

STAFF: Corey Brown – Chief Administrative Officer
Robert Proulx – Manager of Operations
Susan Oberg – Manager of Finance
Yvonne Cyr – Administrative Assistant

CALL TO ORDER

Mayor St. Jean called the meeting to order at 7:00 PM

ADDITIONS /DELETIONS TO THE AGENDA

Additions

- 6.2 Mayor's Prayer Breakfast – Beaumont
- 6.3 12th Annual Morinville RCMP Charity Golf
- 7.6 Skate Park
- 8.1 Personnel

ADOPTION OF AGENDA

8045

Resolution #8045

Moved by: Deputy Mayor Baril

RESOLVED that the Agenda for the September 21st, 2009 Regular Meeting of Council be adopted as amended.

CARRIED

ADOPTION OF MINUTES

8046

Resolution #8046

Moved by: Councillor Hughes

RESOLVED that the Minutes of the Regular Meeting of September 8th, 2009 be adopted as presented.

CARRIED

DELEGATION

S.Sgt Mac Richards – Morinville RCMP

S.Sgt Mac Richards did not attend.

Bob Hanewich – Select Engineering

Mayor St Jean welcomed Bob Hanewich to the meeting and invited him to make his presentation. Mr. Hanewich distributed drawings of the project of the Water Main Installation from 48th Ave to the pumphouse. He reminded Council that the Town of Legal had applied for a grant through the Stimulus Fund to pay for this project. Mr. Hanewich gave a brief explanation about the pre-qualification process of the contractors in which Select Engineering short listed to 7 and presented Council with 5 of the lowest bids. Select Engineering made a recommendation to Council that they award the contract to Laforce Construction (1984) Ltd. based on the lowest tender submitted and their past experience and understanding of the project.

Councillor Hughes questioned the large variation in cost for the bids in which Mr. Hanewich replied that due to amount of work available some contractors tender large bids so that they don't get too many jobs.

8047

Resolution #8047

Moved by: Deputy Mayor Baril

RESOLVED that the Town of Legal award the 2009 Water Main Installation Project to Laforce Construction (1984) Ltd. as recommended by Select Engineering.

CARRIED

REPORTS

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Written report submitted and forms part of these minutes.

8048

Resolution #8048

Moved by: Councillor Hughes

RESOLVED that a Council Committee Meeting be scheduled on September 28th, 7:00 PM, at Council Chambers of the Town of Legal.

CARRIED

MANAGER OF OPERATIONS REPORT

Pepins Point 1

The Manager of Operations reported that an inspection of Pepins Point Phase 1 was performed by himself, Bob Hanewich, and Laforce Construction (1984) Ltd. It was indicated that there has been significant curb settlement, ponding, and the issue of a crown never being present on the roadway of the subdivision. Laforce Construction (1984) Ltd. indicated that they would mill the curb settlement and patch the ponding areas but were not willing to fix the crown. Mayor St Jean stated that residents of Phase 1 were already concerned with the esthetics of the road in the new subdivision and is not sure if patching will satisfy their concerns. A complete fog coat of the road was suggested by Laforce Construction which would make it better esthetically, but the pooling must be fixed as it will cause problems in the future.

Bob recommends that they fix the pooling and ensure that they are not just pushing the problem elsewhere, but it still does not fix the crown issue. The best remedy to the situation would be to mill the entire road, build the crown and overlay.

Council discussed the issue and agreed to table their decision as to what construction would need to be done based on the cost.

Development Damage Deposit Refunds

The Manager of Operations is currently working on inspections for refund the damage deposits of new developments.

Water Certification

It was indicated that courses need to be taken to upkeep the Water Certification for one of the employees. He recommended that the employee take some safety courses to ensure the requirements are met for certification.

Water and Sewer License

Water and Sewer License is being taken over by Codes of Practice and the Operations Manager will be reviewing the changes.

Twinning of Highway 2

A Technical Review Committee for twinning of Highway 2 will be making a presentation to Council on November 2nd.

MANAGER OF FINANCE REPORT

Written report submitted and forms part of these minutes.

COUNCILLOR REPORTS

Mayor St Jean

Budget to Date Report

Mayor St Jean requested that Council receive a Budget to Date report on a monthly basis at future Council Meetings.

Deputy Mayor Baril

No report.

Councillor Bennett

Chamber of Commerce

The chamber will not be pursuing the Seniors Home as they previously indicated. Their focus now is to get a doctor into Town one day a week.

Councillor Hughes

No report

Councillor Ouellette

Community Services Board

Councillor Ouellette attended a meeting on September 15th in which the board is preparing for the Meet Your Community Night.

Sturgeon Foundation

Barcanna's receivership will not affect the progress of the North Ridge Place Project. The Phase II part of the project will cost significantly higher than expected, and are not sure if it will continue.

A report was compiled as to who in the surrounding area will be applying to reside in the homes and it stated that the applications are even amongst all the surrounding communities.

8049

Resolution #8049

Moved by: Councillor Bennett

RESOLVED that the reports be accepted.

CARRIED

CORRESPONDENCE

Sturgeon Foundation - Letter

Received as information.

RESOLVED that the CAO, Corey Brown; Manager of Finance, Sue Oberg; and Finance Officer, Gizele St Jean be authorized to perform online bank transfers and online bill payments with a limit of 35,000.

CARRIED

Muniware Modules

8056

Resolution #8056

Moved by: Deputy Mayor Baril

RESOLVED that the Town of Legal purchase the 2 Muniware modules necessary to perform online payments and direct deposit payroll

CARRIED

Skate Park

Councillor Bennett expressed her concerns of the children at risk of being bullied at a future Skate Park in Legal. She would like to see research done on what effect it has had on surrounding communities whether good or bad. The CAO will compile information for Council regarding Councillor Bennett’s concerns.

IN CAMERA

8057

Resolution #8057

Moved By: Councillor Bennett

RESOLVED that Council move “In Camera” to discuss “Personnel” issues at 9:04 PM.

CARRIED

8058

Resolution #8058

Moved By: Deputy Mayor Baril

RESOLVED that Council return to the regular session at 9:29 PM.

CARRIED

ADJOURNMENT

8059

Resolution # 8059

Moved by: Councillor Hughes

RESOLVED that the meeting be adjourned at 9:32 PM.

CARRIED

Mayor

Chief Administrative Officer

CAO - Report to Council

Date: September 21, 2009

Water and Road Projects (Update)

The following outlines the status of the 2009 Improvements program for August 19, 2009.

Grant Applications - SFEs for monies used this year (all grants) will need to be calculated following completion of construction.

Construction Status – Water main has been installed along 50 Street. Pressure testing has been completed and passed. Disinfection underway for east side of 51 Avenue and 50 Street north of 50 Avenue. Additional samples taken for 51 Avenue from different sample points. Bacteriological samples taken to date on 51 Avenue have not passed. Water bypass to school will be increased in size to ensure adequate water supply for start of school. Once bacteriological tests pass, bypass will be removed.

Sanitary sewer repairs underway along 50 Street. Concrete work to resume in the next week or so after sanitary sewer work is completed.

Water Line Twinning

With much difficulty obtaining permission to use the 7 prequalified contractors as bidders we are now moving forward with the tendering of the water line from the pump house to 48th Ave. Once the tenders are in they will be brought forward to council for approval.

Administration Error

During August 26, 2009 it was found that there was a \$200.00 shortage of cash. The cash opening was done on Monday August 23, 2009. A resident came in and paid cash for their taxes on August 26, 2009 and at the end of the day a close was done due to the amount of cash in the drawer. Upon discovering the error administration called the resident to see if they had an extra \$200.00. They did not so the shortage will be put into a GL for write off at the end of the year. A procedure was immediately put into place that indicates any amount of cash over \$500.00 will be counted by a second staff member prior to the customer leaving and that a second person will cash out every morning.

Next Council Committee Meeting

To be announced at the September 21st Council Meeting.

Chief Administrative Officer
Corey Brown

Manager of Finance - Report to Council

Date: September 21, 2009

Grants

Recreational Infrastructure (Rinc)

We have not had any response from the email Corey sent on September 2, 2009 regarding the Rinc funding and the MSI Capital grants.

Financial Summary:

The 2009 infrastructure improvements are almost complete (road grant). Some of the invoices have come in and the amounts are according to the bid. No surprise thus far.

We are planning on cleaning up the General Ledger and any accounts that we don't use will be eliminated. This will help with the 2010 budget process. The budgeting process will start in October. We are also going to try to get a coding book made up, so that we know what is being coded to each G/L. This will also make things more consistent and easier for Gizele to follow.

Manager of Finance
Sue Oberg