

MINUTES OF THE FEBRUARY 13, 2024 VILLAGE OF COUTTS REGULAR MEETING HELD IN THE COUTTS COMMUNITY CENTRE AT 6:30 PM

Present: Mayor MacCumber, Councillors Willett, Pain, Smith, Payne, and CAO Rolfe.

Meeting: Called to order at 6:30pm by Mayor MacCumber.

Agenda: Councillor Payne moved to accept the agenda as presented. Carried unanimously.

Minutes: Councillor Smith moved to accept the February 2024 regular meeting minutes as presented. Carried Unanimously.

Old Business:

CAO Report: CAO Report is attached. Councillor Pain moved to accept the CAO report as presented. Carried unanimously.

Tax Sale After discussion it was decided that the vacant lots as well as the property located at 104 1st Ave N would be put up for sale asap. The 2 lots with homes will wait until spring as the water will need turned on, and it's not advisable to that in the winter with no other utilities on.

MR Water Study: The study is still on going. Will be a meeting this month.

Website: Being worked on.

Bylaw 593

Operating Loan

2024: Mayor MacCumber moved third reading for Bylaw 593, being the Operating Loan Bylaw for 2024. Carried unanimously.

All Council: The All Council is in Stirling on March 4, at 5:30pm. The Town of Milk River is looking for dates for the Quad Council, we will submit April 15, 16, or 17.

Office

Computers: The new office computers will be installed on Feb 15.

Fireworks: Tabled until next meeting pending further information.

MAP: A discussion around requirements from the MAP program was had. We are working on a 3yr and 5yr capital plan.

Doctor

Housing: Discussion around Dr housing was had. More information will be coming at the next meeting.

Financial

Statement: The January 2024 Financial Statement was presented and discussed. Councillor Payne moved to approve the January 2024 Financial Statement as presented. Carried unanimously.

Accounts

Payable: The accounts payable was distributed and discussed. Councillor Smith moved to pay the accounts payable. Carried unanimously.

New Business

Watershed

Workshop: Mayor MacCumber and CAO Rolfe will be attending a workshop in Lethbridge hosted by the Milk River Watershed about the drought conditions, and tools for conservation on Feb 29.

Fire

Department: CAO Rolfe is looking into a grant for the Fire Department for small equipment and will be in contact with the Chief, Jan Johnson. The grant is through the Lethbridge Community Foundation.

Chief Mountain

Solid Waste: The commission has asked that an alternate member be assigned to the board. Councillor Pain will be the alternate member for the CMSWSC Board.

Asbestos: There is a new requirement for reporting asbestos. All municipal owned assets must have the asbestos recognized and a plan and cost to have them removed with dates it will be done. CAO Rolfe will gather the information for the auditor.

Coutts

Day: The Rodeo Club has asked to confirm the date for Coutts Day as it may conflict with other events in the area. The Council discussed and decided to leave Coutts Day as it usually is, the third weekend in June, which is June 15.

Door

Prizes: The Milk River Watershed and the County of Warner have requested door prizes for their upcoming events. Councillor Smith moved that up to \$100 is used to purchase a door prize for the Milk River Watershed Silent Auctions, and up to \$200 is used for the County of Warner Fire Appreciation Night. Carried unanimously. CAO Rolfe will purchase the items.

Coutts Library

Board: The library has had their AGM, and new positions and members have been elected. Councillor Willett moved to accept the positions as follows, Dena Slezina, Margaret O'Hara, Pat Shearer, Darlene Wicks and Michelle Ceasor are elected to the board, Dena Slezina serve a 3 year term as the Chair. Darlene Wicks will serve a 3 year term as Treasurer. Pat Shearer will serve a 3 year term as Secretary. Michelle Ceasor will serve a 1 year term as the rural representative. Steve Pain is serving as the Council representative, which renews each year in October. Carried unanimously.

Committee Reports:

Councillor

Willett: Did not attend any meetings

Councillor

Payne: Attended the Ridge Country Housing Meeting
Attended the FCSS Meeting

Councillor

Pain: Attended the Handibus Meeting
Attended the Coutts Library Board Meeting
Attended the LGFF Seminar

Councillor

Smith: Attended the Chief Mountain Solid Waste Commission Meeting
Attended the Mayors and Reeves Meeting

Mayor

MacCumber: Attended the Doctor Housing Meeting
 Attended a meeting with RPAP
 Attended an AHS South zone meeting update
 Attended The Milk River Watershed Meeting

Correspondence: All correspondence was discussed as topics above.

Closed Session: Not Requested at this time

Adjourn: Councillor Smith moved to adjourn at 9:00 pm.



MAYOR



CAO

1. Public Works: Lots of Snow Removal- plow truck is broken down. Devan will look at this week.
2. Working on Tax Forfeitures.
3. Attended the Emergency Management Annual Review Meeting in Warner. We are slightly behind on doing a table top as we have a new Director. A grant has been submitted to do one. I will be getting PW to take some courses as well. I need to do the training for the new systems to be able to enact an alert if necessary.
4. CCBF rejected the water break applications, so I re-submitted under MSI Capital and will be good.
5. Applied for Turn Out Gear under the Lethbridge Community Foundation, they do support Fire Departments, but not their turn out gear. We can submit with other equipment; I will get in touch with Jan. We can have it covered under MSI if we chose.
6. Attended the LGFF Webinar
7. Handibus is required to have a safety certification review. Quite a bit of information for me to gather, it needs to be to the examiner by the 23rd. Review will be on the 28th.

	GENERAL	GRANT FUND AMIP	REC GIC	RECREATION	TOTALS
BOOK ENTRIES:					
Net Balance from the Previous Month:	\$488,005.58	\$18,040.28	\$-	\$37,070.55	\$543,116.41
Receipts for the Month	\$151,078.42				\$151,078.42
Bank Account Interest Earned	\$2,365.01	\$81.21		\$1.15	\$2,447.37
GIC Matured + interest CRAS Interest					\$-
Loans Received:					\$-
SUB-TOTALS:	\$641,449.01	\$18,121.49	\$-	\$37,071.70	\$696,642.20
LESS:					
Disbursements for the Month:	\$65,325.80				\$65,325.80
NEW GIC's					
ASFF School Taxes					\$-
Transfer to AMIP chequing					\$-
Revolving Loan Interest / Bank Fees/NSF	\$28.44				\$28.44
Loans Paid:					\$-
Sub-Totals	\$65,354.24	\$-	\$-		\$65,354.24
NET BALANCE at end of Month:	\$576,094.77	\$18,121.49	\$0.00	\$37,071.70	\$631,287.96
BANK STATEMENT:					
Balance at end of Month - Bank:	\$556,738.95	\$18,121.49		\$37,071.70	\$611,932.14
Balance at end of Month - Investments:					\$-
CASH ON HAND at End of Month:	\$34,460.45				\$34,460.45
SUB-TOTALS:	\$591,199.40	\$18,121.49	0.00	\$37,071.70	\$646,392.59
LESS:					
Outstanding Cheques:	\$15,104.63				\$15,104.63
NET BALANCE at end of Month:	576,094.77	\$18,121.49	0.00	\$37,071.70	\$631,287.96
OUTSTANDING CHEQUE LIST:			RECEIPTS FOR THE MONTH:		
Number	Amount				
2023481	\$51.15			Utilities	\$25,464.25
2024010	\$200.00			Taxes	\$122,570.89
2024018	\$2,690.06			Office	\$5.00
2024019	\$1,731.27			Prairie Rose Lodge	\$200.00
2024024	\$299.50			Franchise	\$2,838.28
2024025	\$450.00			Total	<u>\$151,078.42</u>
2024030	\$7,241.86				
2024031	\$215.25				
2024034	\$24.40				
2024036	\$2,201.14	Outstanding Cheque			
Total	<u>\$15,104.63</u>				
				Catholic Cemetery	\$2,067.19
CRAS GIC	<u>\$44,376.10</u>			Cemetery Project	<u>\$244.73 Available</u>
THIS STATEMENT SUBMITTED TO COUNCIL ON THIS 9th DAY OF Jan 2024					
			 MAYOR		
			 C.A.O.		

Village of Coutts

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Cheque Listing For Council

2024-Feb-12
2:43:58PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
2024015	2024-01-15	ROLFE, LORIA				
2024016	2024-01-15	BYRTUS, JENELLE				
2024017	2024-01-15	GOLDSMITH, PAUL				
2024018	2024-01-24	ROLFE, LORIA				
2024019	2024-01-24	MACCUMBER, KELLY J				
2024020	2024-01-24	JOHNSON, TRACY				
2024021	2024-01-24	MACCUMBER, SCOTT				861.30
2024022	2024-01-24	PAYNE, MEGAN				150.00
2024023	2024-01-24	WILLETT, JIMMY				149.50
2024024	2024-01-24	SMITH, TANYA				299.50
2024025	2024-01-24	PAIN, STEPHEN				450.00
2024026	2024-01-24	BYRTUS, JENELLE				
2024027	2024-01-24	GOLDSMITH, PAUL				
2024028	2024-01-24	ATB FINANCIAL				
			JAN 2024	PAYMENT JAN 2024 RRSP	881.66	881.66
2024029	2024-01-24	BYRTUS, JENELLE				
			Jan 2024 mileag	PAYMENT JAN 2024 MILEAGE	549.00	549.00
2024030	2024-01-24	DONE RIGHT ELECTRIC LTD				
			16553 16613	PAYMENT REPLACE LIGHTS WITH LED'S IN REPLACE LEDS IN LIBRARY	3,620.93 3,620.93	7,241.86
2024031	2024-01-24	GLENN'S PLUMBING & HEATING				
			3038	PAYMENT SCHOOL REPAIRS	215.25	215.25
2024032	2024-01-24	GOLDSMITH, PAUL				
			jan 2024 mileag	PAYMENT MILK RIVER X 5	122.00	122.00
2024033	2024-01-24	MACCUMBER, SCOTT				
			JAN 24 MILEAG	PAYMENT MILK RIVER X 4, LETHBRIDGE X	207.40	207.40
2024034	2024-01-24	PAIN, STEPHEN				
			JAN 24 MILEAG	PAYMENT MILK RIVER	24.40	24.40
2024035	2024-01-24	RECEIVER GENERAL FOR CANADA, CANADA RE				
			JAN 2024	PAYMENT JAN 2024	5,263.08	5,263.08
2024036	2024-01-24	RIDGE WATER SERVICES COMMISSION				
			849	PAYMENT OPERATOR COSTS	2,201.14	2,201.14
2024037	2024-01-24	COURT, PAM				
			Chritmas dinner	PAYMENT CHRISTMAS DINNER 2ND PAYME	300.00	300.00
2024038	2024-01-24	TELUS				
			JAN 24 PHONE: JAN 24 SG LINE	PAYMENT REGULAR PHONE LINES JAN 2024 SG 911 LINE	330.38 44.47	374.85

Total 31,229.87

*** End of Report ***

ATTACHMENT FOR FEB 13/24 MEETING

APPROVE FOR PAYMENT

AMSC	10,596.92	ELECTRICITY AND GAS
AMSC	1,182.68	2024 MEMBERSHIP FEE
AMSC	1,851.42	FEB 2024 BENEFITS
ATB MASTERCARD	242.41	POSTAGE, SHOP SUPPLIES, JAN JOHNSON EMR TRAINING
CARO	432.08	THM WATER TESTING
CHINOOK ARCH	919.56	JAN-JUNE MEMBERSHIP FEES
COUTTS LIBRARY	600.00	DONATION
CP RAIL	149.10	LEASE
JOHNSON, TRACY	167.99	VACUUM FOR SCHOOL
MR HOME HARDWRE	56.08	EXT CORD, DOORSWEEPS, GLOVES
ORRSC	592.50	JAN-MAR PLANNING SERVICES
ORRSC	1,281.28	GIS MEMBER FEES 2024
RIDGE AUTO	361.64	OIL, FILTERS, COUPLINGS, ANTIFREEZE
TELUS	28.77	FIRE SIREN
TELUS	102.53	CELL PHONES
TOWN OF MILK RIVER	1,475.00	JANUARY GARBAGE
TOWN OF MILK RIVER	157.30	DENNIS ELLERT BILL
TOWN OF MILK RIVER	7,440.34	6826 CU METERS WATER DEC 1 -JAN 31
TOWN OF RAYMOND	477.30	FOR CUSTOMS STREET SWEEPING (ADDED TO THEIR UTIL BILL)
UFA	342.13	OIL & FILTERS
UTILITY SAFETY	62.83	2024 ANNUAL MEMBERSHIP FEE
VETERANS MEMORIAL HIGHWAY	23.10	MEMBERSHIP DUES 2024
VILLAGE/AG	120.00	JAN-FEB WATER BILL
WESTECH SANITATION	194.25	PORTABLE TOILET RENTAL
WESTERN CANADA WELDING	299.25	TANK RENEWALS
YELLOW PAGES	183.84	ADVERTISING
ZONE 3	106.94	COPIER CONTRACT
TOTAL	29,447.24	