

MINUTES OF THE OCTOBER 8TH 2024 VILLAGE OF COUTTS ORGANIZATIONAL MEETING HELD IN THE COUTTS COMMUNITY CENTRE AT 6:00 PM

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

Meeting: Called to order at 6:00pm by Mayor MacCumber.

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

Mayor MacCumber moved to appoint Lori Rolfe as the CAO for the Village of Coutts. Carried unanimously.

Mayor MacCumber turned the meeting over to CAO Rolfe for the election of Mayor.

CAO Rolfe asked for nominations for **Mayor**.

Councillor Pain nominated Councillor MacCumber for the position of Mayor for 2024-2025 year.

Councillor Willett nominated Councillor Pain for the position of Mayor for the 2024-2025 year.

CAO Rolfe asked for any further nominations. None being brought forward, CAO Rolfe called for nominations to cease.

Councillor MacCumber accepted the nomination.

Councillor Pain rejected the nomination.

Councillor MacCumber accepted the position for Mayor for another term.

CAO Rolfe turned the meeting back over to Mayor MacCumber at this point.

Mayor MacCumber asked for nominations for **Deputy Mayor**.

Councillor Payne nominated Councillor Smith

Councillor Willett nominated Councillor Pain

Mayor MacCumber asked for any further nominations. None being brought forward, Mayor MacCumber called for nominations to cease.

Councillor Smith accepted the nomination.

Councillor Pain rejected the nomination.

Councillor Smith accepted the position of Deputy Mayor for another term.

Meeting Day,

Time and Place: Mayor MacCumber moved that the meeting day of the 2nd Tuesday of each month, the time of 6:30pm, and the location of the Council Chambers located at 105 Centre Ave, remain the same as in the past for all council meetings. Carried unanimously.

Councillor

Remuneration: Councillor Payne moved that the rates remain the same as they currently are, \$50 for short or meetings unrelated to specific committees for each councillor, \$150 for all other meetings and \$.61/km for mileage. Carried unanimously.

Signing

Authority: Mayor MacCumber moved to leave the signing authority as it currently is with 2 signatures required, Mayor, 1 councillor, CAO and Clerk, noting that no 2 family members can sign at once, also to let it be noted that cheques under \$10,000.00 be signed by the CAO and Mayor electronically via the accounting software. Carried unanimously.

Committees as Follows:

Mayor MacCumber - Milk River Watershed

Coutts and Dist Recreation Board
Quad Municipality Healthcare Support Committee
Western Corridor Ec Dev Committee
Mayors and Reeves
Healthcare Housing

Deputy Mayor

Smith: ORRSC
SDAB -ORRSC
CMRWSC
Emergency Services

Councillor

Willett: SouthGrow

Councillor

Pain: ORRSC (2nd)
SouthGrow (2nd)
Coutts Fire and Rescue
Emergency Services
Coutts and Dist Library Board
HandiBus
Public Works

Councillor

Payne: Ridge Country Housing
FCSS
MPC
Milk River Water Users

Councillor Smith moved that the committee appointments be true for all the above noted. Carried unanimously.

Assessor 2025: Councillor Pain moved that Benchmark Assessments be the assessors for the 2025 year. Carried unanimously.

Auditor 2025: Councillor Payne moved that Mercer Wilde Moltz be the financial auditor for the 2024 year end. Carried unanimously.

Adjourn: Councillor Smith moved to adjourn at 6:15 pm.


Mayor


CAO

MINUTES OF THE OCTOBER 8TH, 2024 VILLAGE OF COUTTS REGULAR MEETING HELD IN THE COUTTS
COMMUNITY CENTRE AT 6:30 PM

Present: Mayor MacCumber, Councillors, Pain, Smith, Payne, Willett and CAO Rolfe. Also, Aaron Davidson and Jason Gouw with
Land Solutions

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

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

Delegate
Land

Solutions: Aaron Davidson and Jason Gouw came to explain some well testing that they are organizing on behalf of
Imperial Oil and Conoco Phillips. Some of the wells are located on Village Property, so right of access is
requested. After the presentation, Councillor Smith moved to grant the right of access as per the
agreement discussed. Carried unanimously.

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

Old Business:

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

Tax Sale The land title transfers were received back with a small error, and have been resubmitted.

Water: Water Restrictions are currently sitting at level II restrictions. The Town of Milk River have requested a
letter of support for an ACP Grant Application. Mayor MacCumber moved that a letter of support for
the Town of Milk River be drawn up and sent in favor for a study be commissioned for Alternate water
source and contingency plan. Carried unanimously.

Healthcare

Housing: The housing trade show was a success, however no healthcare workers were present. Mayor
MacCumber will suggest the new committee that was formed be dissolved and integrated into the
existing committee.

Office Window

Renovation: An additional quote will be requested from other contractors as Darren Kabatoff has started a full time
job and may not be able to get to the job quickly as we would like.

Fire Chief

Retirement: A retirement party will be held on October 17 to honor Mark Stanford. Mark has stepped down from his
role of Fire Chief after serving 37 years in the position. Mark will remain on the department. Jan
Johnson has agreed to take on the role of Fire Chief, as well as Sean Butler will be his Assistant Chief.

Plow Truck: The plow truck is still being worked on but will be finished soon.

Financial

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

Accounts

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

New Business

Remembrance

Day: The Remembrance Day Service will be held on Nov 11, 2024 in the Civic Centre/Cenotaph Park as per usual.

Canada

Day: The grant for Canada Day has opened up. Council has agreed that a celebration consistent with previous years be held. CAO Rolfe will apply for the grant.

ISDAB: A secretary was not previously assigned for the Intermunicipal sub division and assessment board. Councillor Willett moved to appoint CAO Rolfe as the secretary for the ISDAB. Carried unanimously.

Quad

Meeting: The Village was next in line to host the Quad Meeting. CAO Rolfe will canvas the other communities to see if one is necessary.

Committee Reports:

Councillor

Willett: Attended the SouthGrow Quarterly meeting.

Councillor

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

Councillor

Pain: Attended the Handibus meeting
Attended the library board meeting.
Attended a Transportation zoom meeting

Councillor

Smith: Attended the Chief Mountain Solid Waste Meeting

Mayor

MacCumber: Attended the AHS meeting
Attended the Mayors and Reeves meeting
Attended the Milk River Watershed Meeting
Attended the Quad Municipality Healthcare Committee

CAO Report – October 8th, 2024

1. Public Works: Paul update – meeting re: back to work
2. Continued to sit in on the Wednesday water meetings. Finalizing contingency plan.
3. Attended the Handibus Meeting
4. Waiting for The Map 2 results
5. Sat in on the IJC water meeting. They are on track to be finished as first determined. They are still looking for more sources of funding.
6. Attended the Healthcare Housing Meeting
7. Started Remembrance Day Planning
8. Planning Mark's retirement from chief celebration. Scott to give speech.
9. I'll be on holidays Oct 28, back to work Nov 5.

Correspondence: None to present.

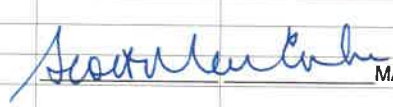
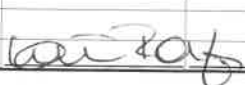
Closed Session: Mayor MacCumber moved to go into closed session at 8:50 pm citing The Revised Statutes of Alberta 2000 Chapter M-26 Section 207 (C). Councillor Smith moved to close the Closed Session at 9:04 pm.

Adjourn: Councillor Smith moved to adjourn at 9:05 pm.


MAYOR


CAO

OCTOBER 2024 FINANCIAL

	GENERAL	GRANT FUND AMIP	REC GIC	RECREATION	TOTALS
BOOK ENTRIES:					
Net Balance from the Previous Month:	\$805,024.45	\$ 18,743.88	\$ -	\$ 28,207.51	\$ 851,975.84
Receipts for the Month	\$ 14,569.99				\$ 14,569.99
Bank Account Interest Earned	\$ 2,868.00	\$ 70.38		\$ 0.77	\$ 2,939.15
GIC Matured + interest CRAS Interest					\$ -
Loans Received:					\$ -
SUB-TOTALS:	\$ 822,462.44	\$ 18,814.26	\$ -	\$ 28,208.28	\$ 869,484.98
LESS:					
Disbursements for the Month:	\$64,585.75			\$ 1,050.00	\$ 65,635.75
NEW GIC's					\$ 46,499.69
ASFF School Taxes	\$19,134.01				\$ 19,134.01
Transfer to AMIP chequing					\$ -
Revolving Loan Interest / Bank Fees/NSF	\$ 26.52				\$ 26.52
Loans Paid:					\$ -
Sub-Totals	\$ 83,746.28	\$ -	\$ -		\$ 83,746.28
NET BALANCE at end of Month:	\$ 738,716.16	\$ 18,814.26	\$0.00	\$ 27,158.28	\$ 784,688.70
BANK STATEMENT:					
Balance at end of Month - Bank:	\$ 748,751.61	\$ 18,814.26		\$ 27,158.28	\$ 794,724.15
Balance at end of Month - Investments:					\$ -
CASH ON HAND at End of Month:	\$ 3,691.45				\$ 3,691.45
SUB-TOTALS:	\$ 752,443.06	\$ 18,814.26	0.00	\$ 27,158.28	\$ 798,415.60
LESS:					
Outstanding Cheques:	\$ 13,726.90				\$ 13,726.90
NET BALANCE at end of Month:	738,716.16	\$ 18,814.26	0.00	\$ 27,158.28	\$ 784,688.70
OUTSTANDING CHEQUE LIST:			RECEIPTS FOR THE MONTH:		
Number	Amount				
2024378	\$686.91		Taxes		\$765.00
2024389	\$800.00		utilities		\$7,562.06
2024390	\$2,816.05		Office		\$40.00
2024391	\$1,896.67		Franchises		\$1,916.32
2024395	\$400.00		WCB Payment		\$2,736.61
2024396	\$150.00		well testing		\$1,500.00
2024397	\$300.00		rec hall rent		\$50.00
2024400	\$881.66				<u>\$14,569.99</u>
2024402	\$178.50				
2024404	\$24.40				
2024405	\$5,284.66				
2024406	<u>\$48.80</u>				
2024407	<u>\$259.25</u>				
Total	<u>\$13,726.90</u>				
CRAS GIC	<u>\$46,449.69</u>		Catholic Cemetery		<u>\$2,067.19</u>
			Cemetery Project		<u>\$94.23available</u>
THIS STATEMENT SUBMITTED TO COUNCIL ON THIS 12th DAY OF NOVEMBER 2024					
				MAYOR	
				C.A.O.	

ATTACHMENT FOR OCT 8/24 MEETING

APPROVE FOR PAYMENT

AMSC	1,869.97 BENEFITS
ATB M/C	830.93 emr renewal, postage, gst on fire equipment
BENCHMARK ASSESSMENT	2,154.34 OCT-DEC ASSESSMENT FEES
CANDU AUTOMATION	2,347.26 REPLACE FAULTY UPS
CITY OF LETHBRIDGE	259.88 Q3 FIRE DISPATCH
FIRE SAFETY SERVICES	527.47 FIRE EXTINGUISHERS
FIRE SAFETY SERVICES	14,244.30 NEW FIRE ALARM SYSTEM AT SCHOOL
GOVT OF ALBERTA	210.00 LEASE (4 YEARS)
MR HOME HARDWARE	42.79 STREET PAINT
ORRSC	592.50 OCT 1 - DEC 31 PLANNING SERVICES
RIDGE AUTO	16.50 LIGHT SOCKET
RIDGE WATER	686.91 CONTRACT OPERATOR AND CHLORINE
TELUS	268.65 LAND LINES
TELUS	89.83 SG 911 LINE 2 MONTHS
TELUS	159.50 CELL PHONES
TOWN OF MILK RIVER	8,295.99 7611 CUBIC METERS WATER
TOWN OF MILK RIVER	1,475.00 SEPTEMBER GARBAGE
TOWN OF MILK RIVER	158.76 CAMERA SEWER LINE
UFA	131.59 FILTERS, GREASE
WESTECH SANITATION	210.00 TOILET RENTAL
WORKERS COMP	1,553.33 INSTALLMENT
ZONE 3	52.73 COPIER MAINTENANCE
TOTAL	36,178.23

Village of Coutts

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Cheque Listing For Council

2025-Jul-2
2:13:12PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
2024345	2024-09-13	ROLFE, LORI A				
2024346	2024-09-13	GOLDSMITH, PAUL				
2024347	2024-09-13	BYRTUS, JENELLE				
2024348	2024-09-17	VILLAGE OF COUTTS	u.s. cash	U.S. CASH FOR MARK STANFOR	903.44	903.44
2024349	2024-09-27	ROLFE, LORI A				
2024350	2024-09-27	MACCUMBER, KELLY J				
2024351	2024-09-27	JOHNSON, TRACY				
2024352	2024-09-27	MACCUMBER, SCOTT				
2024353	2024-09-27	PAYNE, MEGAN				716.78
2024354	2024-09-27	WILLETT, JIMMY				199.50
2024355	2024-09-27	SMITH, TANYA				100.00
2024356	2024-09-27	PAIN, STEPHEN				440.58
2024357	2024-09-27	BYRTUS, JENELLE				450.00
2024358	2024-09-27	GOLDSMITH, PAUL				
2024359	2024-09-25	ATB FINANCIAL	SEPT 2024 RRSP	SEPT 2024 RRSP'S	881.66	881.66
2024360	2024-09-25	BYRTUS, JENELLE	SEPT 24 MILEA	SEPT 2024 MILEAGE	146.40	146.40
2024361	2024-09-25	DRAIN MASTER	DM25223	AUGER SEWER AT JEAN THIELE	288.75	288.75
2024362	2024-09-25	JOHNSON, TRACY LYNN	school supplies	SCHOOL SUPPLIES	44.55	44.55
2024363	2024-09-25	MACCUMBER, SCOTT	SEPT 24 MILEA	LETHBRIDGE, MR X 2	183.00	183.00
2024364	2024-09-25	PAIN, STEPHEN	SEPT 2024 MILI	MILK RIVER	24.40	24.40
2024365	2024-09-25	RECEIVER GENERAL FOR CANADA, CANADA RE	SEPT 2024	SEPT 2024 REMITTANCE	5,040.60	5,040.60
2024366	2024-09-25	ROLFE, LORI ANNETTE	DOOR HINGE HANDICAP STE PAPER	DOOR HINGE FOR CHEVY HANDICAP STENCIL COPY PAPER	39.90 30.54 67.20	137.64
2024367	2024-09-25	SMITH, TANYA RENEE	SEPT 24 MILEA	LETHBRIDGE & MAGRATH	256.20	256.20

Total 21,232.88

*** End of Report ***