



# Village of Lougheed Regular Council Meeting Minutes December 21, 2023.

A Regular Council Meeting was held in the Village of Lougheed Council Chambers at 6:00 p.m. on Thursday, December 21, 2023.

**ATTENDANCE:** Mayor Sieben, Deputy Mayor Johnsen, Councillor Cole.

**OTHERS PRESENT:** C.A.O. Richard Lavoie.

**ABSENT:** NONE.

**1.1 CALL TO ORDER:**

Mayor Sieben called the meeting to order at 5:56 p.m.

**1.2 ADOPTION OF AGENDA:**

**159/23 MOVED** by Mayor Sieben to adopt the December 21, 2023, agenda as amended.

**CARRIED**

**1.3 ADOPTION OF MINUTES:**

**160/23 MOVED** by Councillor Cole to accept the Regular Council Meeting Minutes of November 19, 2023, as presented.

**CARRIED**

---

Village of Lougheed-Regular Council Meeting Minutes - December 21, 2023.

Page 1 of 8

  
CEO  
  
CAO

**2.0 ITEMS FOR DISCUSSION & RELATED BUSINESS:**

**2.1 Delegation**

Tien Cote. Water Treatment Plant Update/Water loss.  
Mr. Cote did not attend the meeting.

**2.2 Public Question Period**

None.

**2.3 Council Question Period**

Christmas Light Contest - Winners.  
Outdoor Rink.  
Libraries - Support from other smaller Municipalities.  
Lion's Club.  
C.P. Rail.

**2.4 Administration Reports**

Public Works Foreman - No Report.  
Water Treatment Plant - Water usage. - Late reporting.  
C.A.O. Task Management List (10)

**161/23 MOVED** by Deputy Mayor Johnsen THAT the council accepts all the administration reports as information.

**CARRIED**

**162/23 MOVED** by Deputy Mayor Johnsen THAT the C.A.O. gathers and brings all the correspondence and past resolutions regarding C.P. Rail to the council for deliberation at the next meeting.

**CARRIED**

**3.0 REQUEST FOR DECISION:**

**RFD-23-12-083 Financial November 1 - November 30, 2023.**

**162/23 MOVED** by Mayor Sieben THAT Council for the Village of Loughheed accepts the financial reports for the period ending November 30, 2023, as information.

**CARRIED**

**RFD 23-12-084 Accounts Payable Nov. 1 - Nov. 30, 2023.**

**163/23 MOVED** by Deputy Mayor Johnsen, THAT Council accept the report "Cheque Listing for Council." Totaling \$ 51,299.50. as information.

**CARRIED**

**RFD-23-12-085 2024 Village of Loughheed Operating Budget.**

**164/23 MOVED** by Mayor Sieben, THAT Council for the Village of Loughheed accepts the 2024 Interim Operating budget is based on the 2023 approved Operating Budget as depicted in the provided Revenue and Expense Report.

**CARRIED**

**RFD-23-12-086 Offer to Purchase ROLL 19500 & ROLL 19600.**

**165/23 MOVED** by Councillor Cole, THAT Council for the Village of Lougheed accepts the offer to purchase on ROLL 19500 & 19600 for \$6,000.00 as per the Real Estate Offer to Purchase presented by Dwayne & Kimberly Helgeson, dated December 5, 2023. If accepted, the C.A.O. & the C.E.O. will execute this contract on behalf of the Village of Lougheed. Nickerson Roberts L.L.P. in Wainwright to close this contract.

**CARRIED**

**RFD-23-12-087 2024 Village of Lougheed Capital Budget**

**166/23 MOVED** by Deputy Mayor Johnsen, THAT Council for the Village of Lougheed to accept the 2024 Interim capital budget based on the 2023 approved Capital budget.

**CARRIED**

**RFD-23-12-088 2024 F.R.E.S.S. Operating Budget & 2024 Requisition Report.**

**167/23 MOVED** by Mayor Sieben THAT Council for the Village of Lougheed accepts the 2024 F.R.E.S.S. Budget passed at the December 20, 2023 meeting. The 2024 requisition for the Village of Lougheed will be 17,684.45.

**CARRIED**

**RFD-23-12-089 Offer to Purchase. ROLL 10400**

**168/23 MOVED** by Deputy Mayor Johnsen, THAT Council for The Village of Lougheed accepts the offer to purchase on ROLL 10400 for \$1,500.00 as per Real Estate Offer to Purchase

  
CEO  
  
CAO

presented by Gabriella Zerr & Dwayne Ochs, dated December 1, 2023. If accepted, the C.A.O. & the C.E.O. will execute this contract on behalf of the Village of Lougheed. Nickerson Roberts L.L.P. in Wainwright to close this contract.

**CARRIED**

**RFD-23-12-090 ATB REVOLVING LINE OF CREDIT \$110,000.00**

**169/23 MOVED** by Deputy Mayor Johnsen THAT Council for The Village of Lougheed authorizes the C.E.O. Shawn Sieben & C.A.O. Richard Lavoie to execute Form 7115 (Rev. 11/19.) Municipal Borrowing Bylaw as presented.

**CARRIED**

**RFD-23-12-091 2024 PLAYGROUND PROPOSAL BLUE IMP.**

**170/23 MOVED** by Councillor Cole THAT Council for the Village of Lougheed instructs the C.A.O. to engage Blue Imp. Play Strong to proceed in principle with the layout of Job 562 # A10710-2C1, along with the grant application completion under the Community Facility Enhancement Program for \$150,000.00. The final budget and completion date are to be determined by the council at a later date.

**CARRIED**

**4.0 COUNCIL REPORTS:**

**4.1 Mayor Sieben**

**F.R.E.S.S. (Flagstaff Regional Emergency Services Society.)**

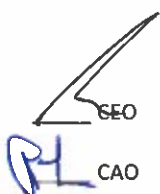
**December 20, 2023.**

**Next: January 24, 2024.**

**F.F.C.S. (Flagstaff Family & Community Services.)**

**December 13, 2023.**

**Next: February 14, 2024.**



CEO  
CAO

**4.2 Deputy Mayor Johnsen**  
**F.R.H.G. (Flagstaff Regional Housing Group)**  
**December 5, 2023. Next: February 6, 2024 ZOOM**

**Lougheed Public Library**  
**December 2, 2023. Next: T.B.D.**

**Parkland Regional Library System**  
**November 16, 2023. Next: T.B.D.**

**4.3 Councillor Cole**

**F.R.S.W.M.A. (Flagstaff Regional Services Waste Management Association)**  
**November 27, 2023. Next: January 22, 2024.**

**B.R.A.E.D. (Battle River Alliance Economic Development)**  
**November 29, 2023. Next: March 21, 2024.**

**R.C.A.C. (R.C.M.P. Citizen Advisory Committee)**  
**December 4, 2023. Next: T.B.D.**

**171/23 MOVED** by Mayor Sieben to accept all of the Councillor's reports as information.

**CARRIED**

**5.0 CORRESPONDENCE:**

**5.1 Flagstaff Council Meeting Agenda: November 22, 2023.**

**5.2 PACE - Email Rhonda Baron - Revised Lease - Letter of support.**

**5.3 Interagency Minutes. December 5, 2023.**

**5.4 Appeal process Fire Invoices. November 2, 2023, Howard Shield**

- 5.5 Alberta Municipalities - 2024 Renewal letter - Benefit Services.**
- 5.6 Flagstaff Informed Response Sharing Team.**
- 5.7 2024 Revised Village of Lougheed Committee Representatives.**
- 5.8 2024 Budget approval letters - All Committee Members.**
- 5.9 2024 Christmas Light Contest Poster.**
- 5.10 2024 Christmas Office Hours Poster.**
- 5.11 Information Request - Municipal - Federal Agreements.**
- 5.12 Bulletin 01/2024 Key Municipal Dates - Jan. 1 - Mar. 31, 2024.**
- 5.13 Fortis Alberta 2024 Estimated Distribution - Transmission Rates.**
- 5.14 Alberta Municipal Affairs - 2022 MAP Report - Incomplete items  
Timeline completion date - January 6, 2024. Ext: May 31, 2024.**
- 5.15 Alberta Municipal Affairs 2024 L.G.F.F. Program announcement.**

**6.00 CLOSED SESSION:**

- 6.1 Protection of Privacy Act – R.S.A. 2000 Chapter F-25.  
F.O.I.P. Section 17 (1) Disclosure of personal  
information, personal privacy.**

**172/23 MOVED** by Mayor Sieben THAT Council for the Village of Lougheed move into a closed session at 8:46 p.m., under the following sections of the F.O.I.P. Act, Section 17(1) Personal privacy. **CARRIED**



CEO  
CAO

**173/23 MOVED** by Mayor Sieben THAT Council for the Village of Loughheed move out of a closed session at 9:41 p.m., under the following sections of the F.O.I.P. Act, Section 17(1) Personal privacy.

**CARRIED**

**174/23 MOVED** by Mayor Sieben THAT Council for the Village of Loughheed has verbally completed the 2023 C.A.O. performance evaluation and hereby authorized a 3% C.O.L.A. increase for 2024 as per contract.

**7.0 ADJOURNMENT:** Mayor Sieben adjourned the Regular Council meeting at 9:42 p.m.



Shawn Sieben, Mayor.



Richard A Lavoie, C.A.O.