



# VILLAGE OF LOUGHEED

## WAIVER OF NOTICE OF SPECIAL MEETING

Waiver of Notice of a Special Meeting of Council for the Village of Loughheed called under the authority of Section 194(4) of the Municipal Government Act., Bylaw 815-24.

We, the undersigned members of the Council of the Village of Loughheed, waive notice of a special meeting of the Council to be held on **February 19, 2025**, commencing at 6:00 p.m. in council chambers located at 5004-50<sup>th</sup> Street in the Village of Loughheed to discuss and act upon the following item(s)

### The Regular Council Meeting for February 2025.

**Changed from Thursday, February 20, 2025, at 6:00 p.m. to Wednesday, February 19, 2025, at 6:00 p.m.**

Mayor Shawn Sieben

Deputy Mayor John Johnsen

Councilor John Cole

Richard Lavoie  
Chief Administrative Officer  
Village of Loughheed.



## Village of Loughheed Regular Council Meeting Minutes FEBRUARY 19, 2025.

A Regular Council Meeting was held in the Village of Loughheed Council Chambers at 6:00 p.m. on Wednesday, February 19, 2025.

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

**ABSENT:** Deputy Mayor Johnsen.

**OTHERS PRESENT:** C.A.O. Richard Lavoie, Paul Looser & Ed Shepel.

### **1.1 CALL TO ORDER:**

Mayor Sieben called the meeting to order at 6:02 p.m.

### **1.2 WAIVER OF NOTICE OF SPECIAL MEETING:**

Bylaw 815-24 Section 194 (4) of the M.G.A., Regular Council meeting for February 2025 is moved from Thursday, February 20, 2025 to Wednesday, February 19, 2025. Authorized.

### **1.3 ADOPTION OF AGENDA:**

**009/25 MOVED** by Mayor Sieben, to adopt the February 19 2025, agenda as amended.

**CARRIED**

### **1.4 ADOPTION OF MINUTES:**

**010/25 MOVED** by Councillor Cole to accept the regular council meeting minutes of January 16, 2025, as presented.

**CARRIED**

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Village of Loughheed - Regular Council Meeting Minutes - February 19, 2025.

Page 1 of 8

  
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**RFD 25-02-006 Fortis Alberta Electricity Distribution System  
Franchise Agreement 5-year renewal.**

**014/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Lougheed authorizes Mayor Shawn Sieben and C.A.O. Richard Lavoie to execute the renewal of the Electricity Distribution System Franchise Agreement for the period of January 1, 2026 to December 31, 2030."

**CARRIED**

**RFD 25-02-007 Village of Lougheed Human Resources Manual  
& Policy Binder HR 23 Progressive Discipline**

**015/25 MOVED** by Councillor Cole, "THAT Council for the Village of Lougheed approves policy HR 23 being the Progressive Discipline process and that the policy be added to the Village of Lougheed Human Resources manual, HR 23."

**CARRIED**

**RFD 25-02-008 Roll 19800 - Offer to Purchase - \$3,000.00.**

**016/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Lougheed accepts the offer to purchase, Roll 19800 as per Real Estate offer to purchase presented by Loni Bergum, CIR Realty, dated January 23, 2025. Amend the closing date to March 31, 2025. C.A.O. & C.E.O. is authorized to execute this contract on behalf of the Village of Lougheed. Nickerson Roberts LLP in Wainwright will be assigned to close this contract."

**CARRIED**

**RFD 25-02-009 Roll 22800 - Offer to Purchase - \$5,000.00.**

**017/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Lougheed accepts the offer to purchase, Roll 22800 as per Real Estate offer to purchase presented by Paul & Mary Looser, dated January 29, 2025. C.A.O. & C.E.O. is authorized to execute this contract on behalf of the Village of Lougheed. Nickerson Roberts LLP, Wainwright will be assigned to close this contract."

**CARRIED**

**RFD 25-02-010 Lougheed Curling Club - Grant \$4,000.00 in 2025**

**018/25 MOVED** by Councillor Cole "THAT Council for the Village of Lougheed approves a grant/requisition to support the Lougheed Curling Club for \$4,000.00 to assist with the 2025 operating costs. Grant/requisition is for 2025 only."

**CARRIED**

**RFD 25-02-011 ABMUNIS Electricity Contract Fixed .695 KWH.**

**019/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Lougheed approves adding the Lougheed Curling Club to the ABMUNIS Electricity contract at a fixed rate of 0.695 per KWH. C.A.O. will mitigate the rates to accommodate this request. The Lougheed Curling Club will be responsible for monthly payments and will receive separate billing from ABMUNIS, both meters."

**CARRIED**

**RFD 25-02-012 Roll 22300, Roll 22200 - Offer - \$5,000.00 EACH.**

**020/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Lougheed accepts the amended offer to purchase, Roll 22300

  
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& Roll 22200 for \$5,000.00 EACH, as per the Real Estate offer to purchase presented by Loni Bergum CIR Realty, dated January 23, 2025 & February 17, 2025. C.A.O. & C.E.O. is authorized to execute this contract on behalf of the Village of Loughheed. Nickerson Roberts LLP, Wainwright will be assigned to close."

**CARRIED**

**RFD 25-02-013 Roll 22500 - Offer to Purchase - \$4,800.00.**

**021/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Loughheed accepts the offer to purchase, Roll 22500 as per Real Estate offer to purchase presented by Loni Bergum, CIR Realty, dated February 14, 2025. C.A.O. & C.E.O. is authorized to execute this contract on behalf of the Village of Loughheed. Nickerson Roberts LLP, Wainwright will be assigned to close."

**CARRIED**

**RFD 25-02-014 Roll 19000 - Offer to Purchase - \$7,000.00.**

**022/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Loughheed accepts the offer to purchase, Roll 19000 as per Real Estate offer to purchase presented by Loni Bergum, CIR Realty, dated February 15, 2025. C.A.O. & C.E.O. is authorized to execute this contract on behalf of the Village of Loughheed. Nickerson Roberts LLP, Wainwright will be assigned to close."

**CARRIED**

**RFD 25-02-015 Roll 19700 - Offer to Purchase - \$4,500.00.**

**023/25 MOVED** by Mayor Sieben, "THAT Council for the Village of Loughheed accepts the offer to purchase, Roll 19700 as per

  
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Real Estate offer to purchase presented by Loni Bergum, CIR Realty, dated February 15, 2025. C.A.O. & C.E.O. is authorized to execute this contract on behalf of the Village of Loughheed. Nickerson Roberts LLP, Wainwright will be assigned to close."

**CARRIED**

**RFD 25-02-016 Roll 22400 - Offer to Purchase - \$4,600.00.**

**024/25 MOVED** by Councillor Cole, "THAT Council for the Village of Loughheed accepts the amended offer to purchase, Roll 22400, as per the Real Estate offer to purchase presented by Loni Bergum CIR Realty, dated February 13, 2025, & February 19, 2025. C.A.O. & C.E.O. is authorized to execute this contract on behalf of the Village of Loughheed. Nickerson Roberts LLP, Wainwright will be assigned to close."

**CARRIED**

**4.0 COUNCIL REPORTS:**

**4.1 Mayor Sieben**

**F.R.E.S.S. (Flagstaff Regional Emergency Services Society.)**  
**January 29, 2025. NEXT: February 26, 2025.**

**F.F.C.S. (Flagstaff Family & Community Services.)**  
**February 12, 2025. NEXT: April 9, 2025.**

**Loughheed Agricultural Society**  
**December 2, 2024. NEXT: T.B.D.**

**4.2 Deputy Mayor Johnsen**

**F.R.H.G. (Flagstaff Regional Housing Group.)**  
**December 3, 2024. NEXT: February 4, 2025.**

**Loughheed & District Public Library.**  
**January 20, 2025. NEXT: T.B.D.**

  
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**4.3 Councillor Cole**

**F.R.S.W.M.A. (Flagstaff Regional Services Waste Management Association)  
January 27, 2025. NEXT: February 24, 2025.**

**B.R.A.E.D. (Battle River Alliance Economic Development)  
January 30, 2025. NEXT: March 20, 2025.**

**025/25 MOVED** by Councillor Cole, to accept all of the  
Councillors report as information.

**CARRIED**

**5.0 CORRESPONDENCE:**

**5.1 R.C.M.P. Killam - Sgt. Andy Wetzstein. - Several attachments.**

**5.2 Flagstaff County - Parkland Regional Library Board.**

**5.3 Parkland Regional Library Board. - Letter - January 8, 2025.**

**5.4 Interagency Minutes - January 7, 2025.**

**5.5 Flagstaff County - Peace Officer Quarterly Report Oct/Dec.**

**5.6 F.R.E.S.S. - Regional Awards Night Ceremony - April 12, 2025.**

**5.7 Flagstaff Waste Board - Operating Budget 2025 Approved.**

**5.8 2025 ABMUNIS Annual Insurance Renewal Policy P-VL-LGHEE**

**026/25 MOVED** by Councillor Cole, to accept all of the  
Correspondence as information.

**CARRIED**



**6.0 CLOSED SESSION:**

None.

**7.0 ADJOURNMENT:**

Mayor Sieben adjourned the Regular Council Meeting @ 7:44 p.m.



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Shawn Sieben, Mayor.



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Richard A Lavoie, C.A.O.