

**VILLAGE OF AMISK  
AMISK, ALBERTA  
AGENDA - Wednesday, March 13, 2019 @ 7:00 p.m.  
Regular Meeting – Amisk Village Boardroom**

1. PUBLIC WORKS FOREMAN REPORT - ATTACHED
2. ADDITIONS AND/OR DELETIONS OF THE AGENDA
3. ACCEPTANCE OF THE AGENDA
4. BUSINESS ARISING FROM PREVIOUS MEETING
5. ACCEPTANCE OF PREVIOUS MEETING
  - February 19, 2019 regular meeting
  - March 12, 2019 regular meeting
6. Delegation
  - Municipal Affairs – MAP
7. BUSINESS
  - Letter of Intent – AFD
  - Galloway property purchased. What do we need to do now? Fenced it or board it up?
  - Quote from Daveco for filters at the water plant that need to be refurbished
  - Ferguson Sub-division
  - Amending MSI Memorandum of Agreement to be signed
  - Did not get STEP funding for this year
  - Utility rates should be increased where revenue equals expenses
  - Quote for school speed limit signs and magnetic decals from Desktop Dazzle
8. COUNCILLOR/COMMITTEE REPORTS
  - Mayor Rock – RCMP & PRL
  - Councillor Hill - Hillcrest
9. CAO REPORT AND ACTION LIST -ATTACHED
10. FINANCIALS
  - For Information
11. ACCOUNTS PAYABLE
  - For Information
12. CORRESPONDENCE
  - Ian Green Report
  - Wainwright Assessment Group contract extended for an additional term, no fee increase
  - Amending MSI Memorandum Agreement information letter
  - Assessment growth from Larry James
13. ADJOURNMENT

# VILLAGE OF AMISK

## PUBLIC WORKS REPORT

REPORT FROM: Public Works

DATE: March 12, 2019

Fortis was here to finally took down the Christmas lights.

There was an issue with the auto-drain on the compressor at W.P. Brian's Electric was able to solve the problem.

The tractor had a hydraulic leak in one of the metal lines, due to wear and tear. Smith's Service was able to replace the line.

Ordering 30/km signs as they have to be black on white for the school zones be enforceable.

*The former foremen will be covering the certified requirements <sup>for the water plant</sup> while our certified operator is taking holidays from the dates of March 18-27 of 2019.*

VILLAGE OF AMISK

COMMITTEE REPORT: CAC - RCMP

REPORT FROM: Bill Rock

DATE: March 4 - 2019 - Sedgewick.

TIME: 6:30 pm

March's Crime Prevention Meeting

Overall statistics for Crime have not increased for 2018 over 2017 -

Trent Cleeland has returned as our C.O.

Our liaison Cpl Harris may be assigned to the Musical Ride - There are 2 positions open. Across Canada he is ranked #1.

see Attached Crime Prevention - Info

## March 2019 Edition

### Crime Reduction Media Lines

#### On successful operations as a result of public tips:

- This successful operation was the result of vigilant citizens trusting their instincts. Please call the police regarding any suspicious activity, no matter how small. These reports are critical to informing Alberta RCMP's patrols and operations and may lead to stopping a crime in progress or even saving a life.

#### Defense of Property:

- Many Albertans say they are concerned about criminals coming into their home while their family is inside. This is extremely rare. 99 per cent of criminals avoid confrontation and are looking for an easy score.
- The best course of action is to take your family to a safe location and call 911 immediately to have police officers dispatched.
- For a more accurate and up to date picture of what's happening in your community, please visit the Alberta RCMP Crime Map through your participating municipality's website.

### March is Fraud Prevention Month

#### Key messages

- We want to remind the public that fraud can happen to anyone.
- The RCMP is committed to reducing crime, and this includes fraud, in Alberta.
- If you believe you've been the victim of a fraud or scam, please report this to your local police service and to the Canadian Anti-Fraud Centre.

#### Media Lines

- The purpose of Fraud Prevention Month is to raise awareness of fraud as a prevalent and damaging crime. We also want to provide tips and information to the public regarding what to look for and how to protect yourself against fraud.
- Tips to protect yourself:
  - If it sounds too good to be true, it probably is;
  - Ignore communication from unknown contacts;
  - Purchase items from reputable organizations;
  - Never send money on a dating site;
  - Regularly monitor credit card statements for unknown charges;

- Research organizations via the Better Business Bureau;
- Don't leave personal identification in your vehicle;
- Don't give out personal information about yourself online, especially to people you don't know;
- If you receive a suspicious email, look at the email address and hover over any hyperlinks to verify the web address;
- Delete any suspicious emails from your inbox and from your trash bin; and
- Don't carry multiple pieces of ID at once.

- In 2018, there were 11,000 reports of fraud within RCMP jurisdiction in Alberta. Impersonation and identity-related incidents accounted for 14% of all reported frauds for the year.
- We want to remind the public to report any fraudulent activity to their local police and to the Canadian Anti-Fraud Centre (CAFC). The RCMP manages the CAFC with the Competition Bureau and the Ontario Provincial Police.
- Romance scams are a current issue and in 2018 there were 1,075 reports from 760 victims who lost a total of \$22,523,278 in Canada. In Alberta in 2018, there were 95 reports from 66 victims who lost a total of \$1,723,473 (<http://www.rcmp-grc.gc.ca/en/news/2019/225-million-lost-romance-scams-2018>).

### Mandatory Alcohol Screening

- *Fun fact FYI (for internal use only):* Following the Feb. 16 night shift, Spruce Grove/Stony Plain/Enoch RCMP shift watch commander noted "27 cars were left in the Canadian Brewhouse parking lot. After close. That is not normal. I would say word about MAS is getting out."

### Traffic Services

- Traffic Stories & Media Lines: Please submit interesting stories to and request March (Occupant Restraints) media lines from [REDACTED]

### March On-Call Schedule

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**VILLAGE OF AMISK**

COMMITTEE REPORT: Parkland Region L. br...

REPORT FROM: Bill Rock

DATE: Feb 21 - 2019 Lacombe

TIME: 1:00 pm

see Attached Info



**Parkland Regional Library**  
Cooperation • Innovation • Service

The regular meeting of the Parkland Regional Library Board of Trustees will be held on **February 21, 2019 at 1:00 PM** in the PRL Board Room, 5404 - 56 Avenue, Lacombe.

# Agenda

## 1. Call to Order

- 1.1. Agenda\*
  - 1.1.1. Additions or deletions to the agenda ✓
  - 1.1.2. Adoption of the agenda ✓
- 1.2. Approval of the minutes of the November 8, 2018 meeting\* ✓
- 1.3. Business arising from the minutes of November 8, 2018 ✓

*Legislative Requirements  
Have gone up - way too much  
Public Library Services -  
Department -*

## 2. Consent Agenda

- 2.1. Financial Statement\* ✓
- 2.2. Executive Committee Meeting Minutes for December 13, 2018\*
- 2.3. Executive Committee Meeting Minutes for January 24, 2019 (draft)\*
- 2.4. Business arising from the Consent Agenda
- 2.5. Approval of Consent Agenda

## 3. Items for Action/Information

- 3.1. Staff Long Service Awards\* ✓
- 3.2. Vacant Positions on Parkland's Executive Committee ✓
- 3.3. PRL Strategic Plan 2019-2021\* ✓
- 3.4. Advocacy Committee Terms of Reference\* ✓
- 3.5. 2018 in Review - Approval of the 2018 Annual Report\* ✓
- 3.6. Consequences of Withdrawal from System Membership\* ✓
- 3.7. Building Update\* ✓
- 3.8. CEFP Grant\* ✓
- 3.9. Policy Updates\* ✓
- 3.10. Bylaw Updates\* ✓
- 3.11. Cost Analysis for Trade Show Attendance\* ✓
- 3.12. Human Resources Manual\* ✓
- 3.13. Parkland Community Update
- 3.14. Updates
  - 3.14.1. Director's Report\* ✓
  - 3.14.2. Library Services\* ✓
  - 3.14.3. IT\* ✓
  - 3.14.4. ALTA\* ✓

*Request Marketing &  
Advertising -  
E-Content - Increase  
21 052 - Transfer Per Week ✓*

*No Library Has To Have  
any Bylaws - as The Ad  
Read's May*

## 4. Adjournment

\*Documents included in the package

Library patrons take full advantage of system services, including access to materials in all 49 member libraries. System-wide and province-wide resource sharing and the movement of materials around the system continues to rise steadily year over year.

<b>Resource Sharing &amp; Deliveries</b>	<b>2017</b>	<b>2018</b>	<b>Change</b>
Total interlibrary loan items borrowed	252,863	265,174	5%
Total interlibrary loan items lent	246,693	256,255	4%
Van Delivery Volume	973,100	1,094,750	13%
Government Courier & Mail	49,100	67,750	38%
<b>Total volume per year</b>	<b>1,022,200</b>	<b>1,162,500</b>	<b>14%</b>

218 000

Total system cardholders has also shown slight but steady growth, **up by 2% from 2017**. This is an encouraging trend and demonstrates that libraries can and do remain relevant in our communities. The **44,973 cardholders** borrowed an average of **29** items in 2018. Central Albertans also increased their use of library websites and the online catalogue; and both residents and visitors took advantage of free library wi-fi hotspots with an average of 5 uses per resident, based on a population of 218,348.

<b>Virtual Library Use</b>	<b>2017</b>	<b>2018</b>	<b>Change</b>
Visits to member library websites	366,615	401,918	9%
Total visits to library catalogue	272,062	289,351	6%
<b>Total virtual visits</b>	<b>638,677</b>	<b>691,269</b>	<b>8%</b>
Wi-fi sessions in member libraries	982,619	995,243	1%

5- Uses per Capita -

In addition to purchasing and cataloguing library materials, providing eContent and special collections (e.g. large print, audio books, program kits), and managing and maintaining computer network, catalogue, and websites for our libraries, Parkland staff provide professional support to member library staff and trustees.

In 2018, Parkland's consultant librarians visited **38** member libraries, providing **72** on-site visits plus **155** remote consulting sessions. In addition to a very successful conference that drew **118** library staff and trustees, Parkland provided **5** workshops attended by **88** library staff and **6** trustee workshops with **49** attendees.

An educational component was included in all four PRL Board meetings in 2018 and consultants facilitated **two advocacy workshops** for the Parkland board. We also made presentations to **14** member councils as part of our continued efforts to educate municipal councillors on the importance of public and regional library services in their communities.

# VILLAGE OF AMISK

COMMITTEE REPORT: HILLCREST

REPORT FROM: Lyal Hill

DATE: March 11, 2019

TIME: 7:00 PM

Czar – Full  
Hughenden – 1 Available  
Amisk – 2 Available

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# VILLAGE OF AMISK

## ADMINISTRATOR'S REPORT AND ACTION LIST

REPORT FROM: Kathy Ferguson

DATE: March 12, 2019

### REPORT:

Working on the 2019 operating budget.

Working on the capital plans.

Have finished 2018 Assessment

Need to schedule an 2019 Operating Budget Meeting.

### ACTION LIST:

Galloway accepted the offer for his property. Have sent it to the lawyer to have title transferred.

Applied to Fortis and Enbridge for grants.

Uploaded January 2019 minutes and February 2019 agenda to website

Brian King, Auditor was here on March 7, 2019 for annual audit.