

TOWN OF BASHAW

**Minutes of the Regular Meeting of Council
held Tuesday, December 13, 2011 7:00 pm in the
Town of Bashaw Council Chambers**

Present Mayor Bob Cammidge

 Councillors: Bryan Gust
 Jason Olson
 Rob McDonald
 Penny Shantz

 Staff: Rosemary Wittevrongel, CAO
 Murray Holroyd, Public Works Foreman

 Public: Christina Millington, Bashaw Star

Call to Order Mayor Cammidge called the meeting to order at 6:59 p.m.

A. AGENDA

AGENDA
APPROVAL
Res 316 -2011

1. **MOVED** by Councillor McDonald to approve the December 13, 2011 agenda as presented.

CARRIED

B. DELEGATIONS:
N/A

C. MINUTES

The following revision was made to item D4 – I Pads not I Pads

NOVEMBER 15, 2011
REGULAR MEETING
MINUTES
Res 317-2011

1. **MOVED** by Councillor McDonald to accept the minutes of the November 15, 2011 Regular Meeting as revised.

CARRIED

D. COMMITTEE REPORTS

1. Mayor Bob Cammidge reported on the following:
 - **Banff Centre Conference** sponsored by Cenovus and Encana was held on December 6 and 7, 2011 in Banff. Very informative and worthwhile convention with 4 general topics being covered: CEO/CAO relationships, Governance success, Leadership strategies and Leadership insights.

- **Highway 12/21 Regional Water Services Commission Meeting** was held December 9, 2011 in Bashaw. There was a report on our waterline leaks by Associated Engineering. They confirmed that the problem was caused by improper installation by the contractor. The 2012 Operating Budget Draft was reviewed.
2. Councillor Shantz presented the following
- **December 5, 2011**, CALA Budget meeting.
 - **December 5, 2011**, Health & Wellness meeting. Health and Wellness is looking for people to come on the board.
 - **December 12, 2011**, BARB Board meeting
 - **December 12, 2011**, RCMP Community Consultative Group and Koyida program have purchased gift cards for the program.
3. Councillor Gust attended the following:
- **December 9, 2011** Highway 12/21 Water Commission,
 - **December 12, 2011**, BDSS meeting. There have been 134 meals delivered via 'Meals on Wheels' program in November 2011, 29 Christmas hampers are being prepared for 2011. BDSS has seen 10870 minutes of client traffic in 2011.
4. Councillor Olson attended the following:
- **November 23, 2011**, Fire Department meeting.
 - **November 28, 2011**, Boomtown Speaker series on Business Co-operatives.
 - **December 5, 2011**, Bashaw Chamber of Commerce meeting.
 - **December 5, 2011**, Fire Department Pot luck event. The fire department has an upcoming fundraiser on December 15, 2011 – CFCW Critter's vs. Fire Department hockey game.
5. Councillor McDonald attended the following:
- **November 14, 2011**, Association of Ag Societies representatives were in attendance in preparation for business planning. Grant applications are being prepared. A caretaker has been hired.
6. CAO Wittevrongel reported on the following:
- Senior's Assisted Living Project/Vista's Infrastructure**
- Construction is underway.

Administration/Operations

- The Regional Emergency Management report will be unveiled to all of the participating region Councils of the Whole at the next Mayors, Reeve and Administrators meeting being held January 11, 2012 in Bittern Lake. It is important that all Council attend.
- It may be worthwhile to put together a joint council meeting of the whole with Camrose County to promote relationship building.
- CAO Wittevrongel will be reviewing Snow clearing policy with Town Foreman Holroyd in light of the construction of the assisted living facility and priority routes.
- Scott St. Arnaud, Gitzel, Krecji, Dand, Peterson, completed the pre-audit review on December 2nd.
- The Leadership Conference, held in the Banff Center, and sponsored by Cenovus and EnCana was excellent. The group worked through scenarios related to governance and organizational issues.
- CAO Wittevrongel was recertified in First Aid and CPR after attending the training course on the weekend of November 26-27, 2011.
- Appraisals are completed with staff.
- Budget preparation is being done.

7. Town Foreman Holroyd's report was presented to Council on various Town Projects:

Fire Pump

- Company in Edmonton is waiting for the pump. They will call when it is ready to be picked up.

Sewer

- Public works staff removed the number 1 pump, from Lift station 1, and took it to Edmonton for rebuilding.
- The old pump drive from Lift Station 2 is also being rebuilt.
- The cost of rebuilding these pumps is covered in the 2011 budget.

EOC

- The storage room is under construction and should be completed in a week.
- After Telus has installed the extra phone lines we will have the phone jacks installed.

General

- Foreman Holroyd attended WCB information session in Camrose on Monday, December 5, 2011.
- On December 7, 2011 Foreman Holroyd attended a Drinking Water Safety Plan course. There will be a working template available in 2012.

There are risks from the source to the tap that will need to be reviewed. The completion date for this is December 31, 2013 and then the plan will become part of the regular reviews by Alberta Environment.

- The public works department will be running short staff until February due to a staff member being off on medical leave.

COMMITTEE REPORTS
Res 318-2011

MOVED by Councillor Shantz to accept Committee Reports D1-D7 as presented.

CARRIED

E. BUSINESS

ACCOUNTS PAYABLE 1.
NOVEMBER 9, 2011 -
DECEMBER 9, 2011
Res 319-2011

MOVED by Councillor McDonald to accept accounts payable listed on the cheque register as Cheque 0017991 – 0018063 in the amount of \$440,879.83 as information.

CARRIED

MONTHLY STATEMENT 2.
NOVEMBER 30, 2011
Res 320-2011

MOVED by Councillor Olson to accept the Monthly Statement to November 30, 2011 as presented.

CARRIED

RCMP CONSULTATIVE 3.
GROUP 2012 BUDGET
REQUEST
Res 321-2011

MOVED by Councillor Gust that the Town of Bashaw approves the funding amount of \$250.00 to the RCMP Consultative Group project KOYIDA in the 2012 budget.

CARRIED

FCSS AND LIBRARY 4.
2012 BUDGET REQUEST
INTERIM OPERATING
BUDGET 2012
Res 322-2011

MOVED by Councillor Shantz that the 2012 DARE, BDSS, and BYF funding allocations be approved as:

DARE	\$	555
Remaining funding		\$49,223
BDSS 58%		\$28,549.34
BYF 42%		<u>\$20,673.66</u>
		\$49,223.00
GRAND TOTAL		<u>\$49,778.00</u>

CARRIED

Res 323-2011 **MOVED** by Councillor Gust that the 2012 Library funding be approved in the amount of \$8,000.00.

CARRIED

Res 324-2011 **MOVED** by Councillor McDonald that the 2012 interim operating budget expenditures be authorized up to 50% of the 2011 operating budget expenditures.

CARRIED

**WATER AND SEWER
BY-LAW 739-2011
WATER AND SEWER
RATES AMENDMENT
Res 325-2011**

5. **MOVED** by Councillor Shantz to revise By-Law 739-2011 to reflect a rate of \$.75 per cubic meter for water consumption.

CARRIED

**BY-LAW 739-2011
WATER AND SEWER
RATE AMENDMENT
1ST READING
Res 326-2011**

MOVED by Councillor McDonald to approve first reading of By-Law 739-2011, Water and Sewer Rates Amendment as revised.

CARRIED

**BY-LAW 739-2011
WATER AND SEWER
RATE AMENDMENT
2ND READING
Res 327-2011**

MOVED by Councillor Olson to approve second reading of By-Law 739-2011, Water and Sewer Rates Amendment as revised.

CARRIED

**BY-LAW 739-2011
3RD READING
UNANIMOUS CONSENT
WATER AND SEWER
RATE AMENDMENT
Res 328 -2011**

MOVED by Councillor Gust to give unanimous consent for a third reading of ByLaw 739-2011, Water and Sewer Rate Amendment as revised.

CARRIED UNANIMOUSLY

**BY-LAW 739-2011
WATER AND SEWER
RATE AMENDMENT
3RD READING
Res 329-2011**

MOVED by Councillor Shantz to approve third reading of By-Law 739-2011, Water and Sewer Rates Amendment as revised.

CARRIED

6. **MOVED** by Councillor Shantz to leave the Council remuneration policy unchanged.

CARRIED

FRIENDS OF
THE MAJESTIC THEATRE-
SUPPORT LETTER FOR
GRANT APPLICATION
Res 331-2011

7. **MOVED** by Councillor McDonald that the Town of Bashaw provides a letter of support and acknowledgement for the Majestic Theatre roof repair project to the Friends of the Majestic Theatre Society as part of the grant application to the Alberta Historical Resources Foundation.

CARRIED

BEAUTIFICATION
start-COMMITTEE MEMBER
RECRUITMENT
Res 332-2011

8. **MOVED** by Councillor McDonald that the update on the progress of the beautification committee group be accepted as information.

CARRIED

STRATEGIC
PRIORITIES-REVIEW
Res 333-2011

9. **MOVED** by Councillor Gust that Council confirms that the top five activities arising from Council goals and the next top three objectives which will move forward as goals/objectives are accomplished are as follows:
- 1) Downtown Revitalization
 - 2) Enhance Parks and Playgrounds
 - 3) Continue Infrastructure Upgrades
 - 4) Retention of Medical Facilities and Services
 - 5) Future of existing Senior's Lodge Facility
 - 6) Continue to build and promote connecting walking trails
 - 7) Enhance and expand Regional Cooperation and Partnerships
 - 8) Facilitate Chamber/Business/Council Planning Session and enhancement of Tourist Information Center/landscaping.

CARRIED

F. INFORMATION

1. Camrose County Correspondence – County Fire Truck
2. A list of minutes and reports available to council was circulated.

INFORMATION
Res 334-2011

MOVED by Councillor McDonald to accept information items F1-F2 as presented.

CARRIED

Foreman Murray Holroyd and the press left the meeting at 8:47 pm.

G. IN CAMERA

IN CAMERA
Res 335-2011

1. **MOVED** by Councillor Shantz to proceed in camera at 8:50 pm.

CARRIED

- i) Caretaking Services Agreement
- ii) Engineering Services-Wrap Up Agreement
- iii) 2012 Salaries and Wages

RECONVENE
Res 336-2011

2. **MOVED** by Councillor Shantz to reconvene at 9:40 pm.

CARRIED

CARETAKING SERVICES
AGREEMENT
Res 337-2011

3. **MOVED** by Councillor McDonald that the Town of Bashaw Council approves the draft Caretaking Services Agreement as presented.

CARRIED

ENGINEERING
SERVICES- WRAP UP
AGREEMENT
RES 338-2011

4. **MOVED** by Councillor Olson that the Town of Bashaw approves the proposal from Midwest Surveys Inc. for the accomplishment of the wrap up of Town infrastructure projects which were managed and supported through Midwest Consulting engineering services.

CARRIED

2012 SALARIES
& WAGES
RES 339-2011

5. **MOVED** by Councillor Shantz that the Town of Bashaw Council approves the wages and salaries rates as presented.

CARRIED

BASHAW MEATS
AND SAUSAGE
OFFER OF SUPPORT
Res 340-2011

6. **MOVED** by Councillor McDonald that the Town of Bashaw Council approach the owners of Bashaw Meats and Sausage to see if there are avenues of support that the Council can offer to facilitate the continuation of their business operations and

If there are appropriate avenues available, that the Town of Bashaw Council extend an invitation to meet with the owners of Bashaw Meats and Sausage for discussion.

CARRIED

H. ADJOURN

ADJOURN
Res 341-2011

1. **MOVED** by Councillor Shantz to adjourn at 9:58 pm.

CARRIED

MAYOR

CHIEF ADMINISTRATIVE OFFICER