



MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO HELD VIRTUALLY ON AUGUST 10, 2020.

ELECTED OFFICIALS

MAYOR Ron Wickson
COUNCILLORS Doug Barlow
Kevin Jones
Tom Rose
John Slomp
Irvine Morey

STAFF

Amanda Davis – Chief Administrative Office
Jordan Mitchell – Executive Assistant
Sydney Smith – Administrative Assistant

OTHER

Sandra Stanway – Brooks Bulletin
Tom Leavitt – MPE Engineering
Jody Petrone – MPE Engineering

1. CALL TO ORDER

Mayor Wickson called the meeting to order at 6:00 p.m.

2. EXCUSED FROM MEETING

- Tom Rose
- Doug Barlow

3. ADOPTION OF AGENDA

192/20 Moved by **COUNCILLOR MOREY** that the agenda is approved with the following deletion:

Delegations

- 5.2 Public Hearing – Bassano RCMP 6:30 p.m.

CARRIED

4. ADOPTION OF MINUTES

Councillor Rose entered the meeting at 6:01 p.m.

4.1 Adoption of minutes from the regular meeting of July 13, 2020

193/20 Moved by **COUNCILLOR ROSE** that council approves the minutes of the regular meeting held on July 13, 2020 as presented.

CARRIED

5. DELEGATIONS

5.1 Public Hearing – MPE Engineering

T. Leavitt and J. Petrone entered the meeting at 6:02 p.m.

Leavitt and Petrone presented and discussed 2017 Capital Projects warranty and dispute related to contracted documents (M# 073/20).

Councillor Barlow entered the meeting at 6:12 p.m.

Leavitt and Petrone departed the meeting at 6:27 p.m.

6. UNFINISHED BUSINESS

6.1 Regional Emergency Management Agency Bylaw #903/20

An amended Regional Emergency Management Bylaw #903/20 was presented and discussed.

194/20 Moved by **COUNCILLOR SLOMP** that council give second reading to the Regional Emergency Management Bylaw #903/20 as amended.

CARRIED

6.2 Public Works – Surface Improvements – 1st Avenue West – Amendment

Surface Improvements – 1st Avenue West Amendment was presented and discussed.

195/20 Moved by **COUNCILLOR MOREY** that council rescinds motion 146/20 and directs administration to submit an amendment to the Gas Tax Fund for the 1st Avenue West rehabilitation projects to contact Brooks Asphalt and the County of Newell to complete the project upgrades with a total project expense of \$88,000 to include approximately 182 meters of filter cloth and 24" of granular base to improve soft spots.

CARRIED

7. NEW BUSINESS

7.1 Business Development – Offer to Purchase 422 – 1st Avenue

A written Offer to Purchase for 422 – 1st Avenue, Bassano was presented.

196/20 Moved by **COUNCILLOR SLOMP** that council rejects the offer of \$6,000 for Plan 3872T; Block 3; Lot 15 and offers the lot to the interested party at a sale price of \$10,950 plus GST with the following conditions: first, that Plan 3872T; Block 3; Lot

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15; Plan 3872T; Block 3; Lot 16; Plan 3872T; Block 3; Lot 17; Plan 3872T; Block 3, Lot p.18 are consolidated. And second, that a development permit is obtained to extend the security fence in accordance with the Land Use Bylaw around the perimeter of the consolidated property.

CARRIED

7.2 Public Works – Surface Improvements – Sidewalks

Councillor Barlow recused himself from the discussion and vote on new business item 7.2 Public Works – Surface Improvements – Sidewalks in accordance with section 172 of the *Municipal Government Act*.

Public Works Surface Improvements Sidewalk was presented and discussed.

197/20 Moved by **MAYOR WICKSON** that council approve Mudrack Concrete Ltd.'s proposal for the 2020 Sidewalk Repair and Replacement for \$28,315 plus GST and directs administration to submit a \$20,000 application to the Gas Tax Fund to offset the cost of the project.

DEFEATED

198/20 Moved by **COUNCILLOR ROSE** that council approve Ry Bar Oilfield Services Ltd. proposal for the 2020 Sidewalk Repair and replacement for \$31,479 plus GST and directs administration to submit a \$20,000 application to the Gas Tax Fund to offset the cost of the project.

CARRIED

7.3 Assessment Review Boards Bylaw #906/20 – Proposed

A proposed Assessment Review Boards Bylaw #906/20 was presented and discussed.

199/20 Moved by **COUNCILLOR BARLOW** that council gives first reading to the Assessment Review Boards Bylaw #906/20.

CARRIED

200/20 Moved by **COUNCILLOR ROSE** that council gives second reading to the Assessment Review Boards Bylaw #906/20.

CARRIED

201/20 Moved by **COUNCILLOR MOREY** that council has third reading of the Assessment Review Boards Bylaw #906/20.

CARRIED UNANIMOUSLY

202/20 Moved by **COUNCILLOR MOREY** that council gives third and final reading to Assessment Review Boards Bylaw #906/20.

CARRIED

7.4 Tax Recovery – 413 – 2nd Avenue, Bassano

Recovery of 413 – 2nd Avenue, Bassano, was presented and discussed.

- 203/20** Moved by **COUNCILLOR ROSE** that council directs administration to proceed with a tax forfeiture pursuant to the Municipal Government Act for Plan 3872T; Block 3; W1/2 of Lot 4 (413 – 2nd Avenue) whereby the Town takes possession of the property. Upon possession, that administration obtain an environmental proposal to determine abatement requirements in preparation for demolition.
- CARRIED**

7.5 2019-2025 Strategic Plan Review

A review of the Strategic Plan 2019-2025 was discussed.

- 204/20** Moved by **COUNCILLOR MOREY** that a special virtual council meeting is held to review the Town's Strategic Plan 2019-2025 on August 24, 2020 at 6:30 p.m. following the Municipal Planning Commission meeting.
- CARRIED**

8. BOARD AND COMMITTEE REPORTS

- 8.1 – 8.6** Written board and committee reports were presented and discussed.
- 205/20** Moved by **COUNCILLOR ROSE** to accept the Board and Committee reports as presented and discussed as attached to and forming parts of these minutes.
- CARRIED**

9. CAO REPORTS

9.1 Operations Report

A written CAO report was provided for the period ending August 6, 2020.

Office Hours

Discussion held regarding the current workload and the impacts the pandemic has had on municipal operations.

- 206/20** Moved by **MAYOR WICKSON** that to address impending workloads because of pandemic planning and response that council authorizes the closure of the Town Office two days per week for three months. Updates regarding outputs will continue to be provided to council to monitor the amended office hours. The Town Office will be closed to the public on Tuesday's and Thursday's beginning the week of August 17, 2020. The Town Office will remain staffed five-days per week during this period.
- CARRIED**

Emergency Management – Council Meeting

Discussion held regarding meeting procedures.

- 207/20** Moved by **COUNCILLOR BARLOW** that all council meetings are held virtually until further notice.

CARRIED

Goal 2 – Task 2 – Unique Project – Tiny Home Pilot Project

New siting options were discussed regarding the FAB Village Square project and public consultation as per motion 174/20.

- 208/20** Moved by **MAYOR WICKSON** to directing administration to undertake a public engagement process regarding the new siting options for the FAB Village Square project.

CARRIED

9.2 Financial Report

A second quarter financial report was presented.

9.3 Financial Statements

Financial statements for the months ending May 31, 2020 and June 30, 2020 were presented.

9.4 Cheque Listing

A cheque listing for the month ending June 30, 2020 was presented.

9.5 FCSS Director Report

A FCSS Director Report for the period ending July 31, 2020 was presented.

9.6 CPO Report

A CPO report for the month ending July 30, 2020 was presented.

- 209/20** Moved by **COUNCILLOR ROSE** that the CAO report for the period ending August 6, 2020 is approved as presented and discussed as attached to and forming parts of these minutes.

CARRIED

10. CORRESPONDENCE

- 10.1** A letter of support for the Southern Alberta Energy to Waste Project was presented.

- 210/20** Moved by **COUNCILLOR MOREY** to accept the correspondence and to file the item as information.

CARRIED

11. CLOSED SESSION

Mitchell, Smith and Stanway departed the meeting at 7:57 p.m.

211/20 Moved by **MAYOR WICKSON** to enter a closed session at 7:58 p.m. to discuss legal matters in accordance with the *Freedom of Information and Privacy Act (FOIP) Section 25 (1)(c)* with all persons excluded except town council and CAO Davis.

CARRIED

212/20 Moved by **COUNCILLOR JONES** to revert to a regular meeting at 8:12 p.m.

CARRIED

213/20 Moved by **MAYOR WICKSON** that council accepts the information regarding legal matters as discussed.

CARRIED

214/20 Moved by **COUNCILLOR ROSE** to direct administration to proceed with the waterline repair on the north end of 11 Street as stated in motion #073/20. And, upon completion of repairs that administration invoice PME for all costs incurred related to the 2017 capital project deficiency.

CARRIED

12. ADJOURNMENT

215/20 Moved by **MAYOR WICKSON** for adjournment of the regular council meeting of August 10, 2020 at 8:15 p.m.

CARRIED

Mayor

Chief Administrative Officer