



AGENDA

Meeting: April 19, 2022 6:00 p.m. – 10:00 p.m.

Location: Council Chambers – 502 – 2nd Avenue

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1. **CALL TO ORDER – REGULAR MEETING**
 2. **EXCUSED FROM MEETING**
 3. **ADOPTION OF AGENDA**
 4. **ADOPTION OF MINUTES**
 - 4.1 March 14, 2022 Regular Meeting
 5. **DELEGATIONS**
 - 5.1 None
 6. **UNFINISHED BUSINESS**
 - 6.1 2022 – 2025 Audit RFP
 - 6.2 Newell Housing Foundation – Right of First Refusal – 5A Avenue Lots
 7. **NEW BUSINESS**
 - 7.1 2022 – 2024 Public Works Department Budget
 - 7.2 2022 – 2024 Recreation Department Budget
 - 7.3 Recreation & Leisure Master Plan – Soccer – Field Marking Request
 - 7.4 Strategic Planning Session
 8. **BOARD & COMMITTEE REPORTS**
 - 8.1 Mayor I. Morey
 - Carbon Capture Facility Tour – March 23, 2022
 - Brooks Crop Diversification Centre – March 30, 2022
 - Bassano Golf Club – April 12, 2022
 - 8.2 Deputy Mayor J. Slomp
 - Newell Regional Solid Waste Management – March 25, 2022
 - Newell Housing Foundation – April 5, 2022
 - 8.3 Councillor K. Jones
 - Newell Regional Services Commission – March 30, 2022
 - 8.4 Councillor M. Wetzstein

8.5 Councillor S. Miller

- Shortgrass Library Systems – March 16, 2022
- Brooks Region Tourism – March 17, 2022
- Bassano Memorial Library – April 12, 2022

9. CAO REPORTS

- 9.1 CAO Operation Report
- 9.2 Financial Statement – February 28 and March 31, 2022
- 9.3 Cheque listing – February 28 and March 31, 2022
- 9.4 FCSS Report for the period ending March 31, 2022
- 9.5 CPO Report for the period ending March 31, 2022
- 9.6 RCMP Mayor's Report – none

10. CORRESPONDENCE

- 10.1 Oldman River Regional Services Commission Executive Minutes – Feb. 10, 2022
- 10.2 Oldman River Regional Services Commission – Confined Feeding Periodical
- 10.3 Joint Shared Services – Meeting Notes – March 8, 2022
- 10.4 Bassano Memorial Library Minutes – February 9, 2022
- 10.5 Alberta Justice and Solicitor General – Police Funding Model Regulation Update
- 10.6 National Police Federation – Call to Action Request
- 10.7 Newell Regional Solid Waste Minutes – March 24, 2022
- 10.8 Newell Housing Foundation – Meeting Minutes – February 1, 2022
- 10.9 Bassano Community Enhancement Society – Use of Public Lands Request – Jul. 8-10, 2022
- 10.10 Town of Fox Creek – Increasing Utility Fees – March 23, 2022
- 10.11 Public Concern – Schelske

11. CLOSED SESSION

- 11.1 None

12. ROUND TABLE

13. ADJOURNMENT





**MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO
HELD IN PERSON ON MARCH 14, 2022 IN THE COUNCIL CHAMBERS.**

ELECTED OFFICIALS

MAYOR Irvin Morey
DEPUTY MAYOR John Slomp
COUNCILLORS Kevin Jones
Sydney Miller
Mike Wetzstein

STAFF Amanda Davis, Chief Administrative Officer
Lonnie Raymond, Public Works Supervisor

PUBLIC Mark DeBlois, KPMG (virtual)
Tawnee Vincon, KPMG (virtual)
Jackie Seely, BizSUITE
Lin Hermanson, Bassano Memorial Library Board
Theresa Kelly, Bassano Memorial Library Board
Linda Parrish, Bassano Memorial Library Board
Brian Maguire, Resident

1. CALL TO ORDER

Mayor Morey called the meeting to order at 6:01 p.m.

2. EXCUSED FROM MEETING

- None

3. ADOPTION OF AGENDA

TOB39/22 Moved by **COUNCILLOR JONES** that the agenda is approved as presented.

CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the regular meeting of February 7, 2022


TOB40/22 Moved by **DEPUTY MAYOR SLOMP** that council approves the minutes of the regular meeting held on February 7, 2022 as presented.

CARRIED


5. DELEGATIONS

5.1 Mark DeBlois and Tawnee Vincon, KPMG

DeBlois and Vincon entered the meeting at 6:02 p.m. to present the Town of Bassano audited financial statement for the period ending December 31, 2021. Discussion ensued.



Mayor
19/04/22



CAO
19/04/22

TOB41/22 Moved by **COUNCILLOR WETZSTEIN** that the financial statement for the period ending December 31, 2021 is approved as presented. **CARRIED**
DeBlois and Vincon departed the meeting at 6:46 p.m.

5.2 Jackie Seely, BizSuite

Seely entered the meeting at 8:05 p.m. to present service offering for BizSuite. Discussion ensued.

Seely departed the meeting at 8:25 p.m.

5.3 Lin Hermanson, Bassano Memorial Library President

Hermanson, Parrish, and Kelly entered the meeting at 8:26 p.m. to present the Bassano Memorial Library 2022 operating budget request and an operations update. Discussion ensued.

Hermanson, Kelly, and Parrish departed the meeting at 9:03 p.m.

6. UNFINISHED BUSINESS

6.1 Utility Rates Bylaw 924/22

TOB42/22 Moved by **DEPUTY MAYOR SLOMP** that council gives first reading to Utility Rates Bylaw 924/22 as presented. **CARRIED**

TOB43/22 Moved by **COUNCILLOR WETZSTEIN** that council gives second reading to Utility Rates Bylaw 924/22. **CARRIED**


TOB44/22 Moved by **COUNCILLOR JONES** that council has third reading to Utility Rates Bylaw 924/22. **CARRIED UNANIMOUSLY**

TOB45/22 Moved by **MAYOR MOREY** that council gives third and final reading to Utility Rates Bylaw 924/22. **CARRIED**

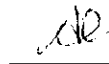
6.2 Development Extension – 406 – 2nd Avenue – Mike Taylor

TOB46/22 Moved by **COUNCILLOR JONES** that Council accepts in principle the revised restoration plan dated February 28, 2022 at 406 – 2nd Avenue (Plan 3872T, Block 7, Lot 19) as an amendment to the Sales Agreement dated October 29, 2020 with the following conditions:

1. By April 1, 2022 the all debris, yard waste, construction material, and other matters strewn about the property are removed in accordance with Community Standards Bylaw 878/18.
2. The property must be kept tidy and free of hazards, overgrown trees, organic material, and other construction material that may be deemed unsightly in accordance with Community Standards Bylaw 878/18.



Mayor
19/04/22



CAO
19/04/22

3. All exterior building restoration must be completed by October 31, 2022, to ensure curb appeal and a welcoming atmosphere of Main Street.
4. The building must be fully secured at all times.
5. A 6' paneled security fence must be installed around the scaffolding and the front of the property for public safety.
6. The applicant must apply all respective development and discipline permits to ensure work is being done in accordance with the Town's bylaws and the Alberta Building Code.
7. The owner must agree to the conditions in writing. If the owner does not meet the stated timeline to complete all exterior restoration by October 31, 2022 the Town will take actions to use the \$5,000 deposit to complete the work.

CARRIED

6.3 Bassano Community Hall – Electronic Sign Policy P-TOB74/002-22 – Proposed

TOB47/22 Moved by **DEPUTY MAYOR SLOMP** that the Bassano Community Hall – Electronic Sign policy P-TOB74/002-22 is approved as presented.


CARRIED


6.4 Bassano Memorial Library – 2022 Budget – Proposed

TOB48/22 Moved by **COUNCILLOR JONES** that council approves the 2022 Bassano Memorial Library's budget with a municipal contribution of \$15,660 contingent upon the board providing to the Town with 90-days their intended use for the funds held in the High Interest Savings Account (HISA), and within 2-years (March 14, 2024), the board must have a clear plan for use of the HISA funds. In addition, that council extends board reappointments as follows:

Name of Board Member	Current Term Ends	Term Extension
Theresa Kelly	December 31, 2020	January 1, 2021- December 31, 2023
Lin Hermanson	December 31, 2022	January 1, 2023- December 31, 2024
Roberta Harmacy	December 31, 2021	January 1, 2022- December 31, 2024
Linda Parrish	December 31, 2020	January 1, 2021- December 31, 2023

CARRIED


 Mayor
 19/04/22


 CAO
 19/04/22

7. NEW BUSINESS

None

8. BOARD AND COMMITTEE REPORTS

8.1 – 8.6 Written board and committee reports were presented and discussed.

TOB49/22 Moved by **DEPUTY MAYOR SLOMP** that the Town provides a letter in support to the Brooks Region economic development team for the Community Destination program under the Alberta Advantage Immigration Program.

CARRIED

TOB50/22 Moved by **COUNCILLOR WETZSTEIN** to accept the Board and Committee reports as presented and 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 March 8, 2022.

Councillor Miller entered the meeting at 7:22 p.m.

Raymond entered the meeting at 7:15 p.m.

TOB51/22 Moved by **DEPUTY MAYOR SLOMP** that the April 11, 2022 council meeting is rescheduled to April 19, 2022 at 6:00 p.m.

CARRIED

TOB52/22 Moved by **COUNCILLOR WETZSTEIN** that effective immediately, in accordance with Fire Services Bylaw 885/19, that the bylaw enforcement division issues fines to all property owners as it relates to the non-compliance of civic addresses as the Town has focused on communication and collaboration initiatives for 3-years. Missing civic addresses poses a serious safety risk.

CARRIED

TOB53/22 Moved by **DEPUTY MAYOR SLOMP** directing administration to investigate the Municipal Climate Change Action Centre electric vehicle (EV) charging station program to determine its viability in Bassano for EV assets at the recreation and culture facilities. If it is deemed to be a viable program for the Town, MPE Engineering shall be engaged to assist with a preliminary investigation related to power demand and constructability, and where applicable, an application shall be submitted.

CARRIED

9.2 Financial Statements


A financial statement for the period ending January 31, 2022 was presented.

9.3 Cheque Listings

Cheque listing for the month ending January 31, 2022 was presented.



Mayor
19/04/22



CAO
19/04/22

9.4 FCSS Report

A Director report for the period ending February 28, 2022 was presented.

9.5 CPO Report

A CPO report for the month ending February 28, 2022 was presented.

9.6 RCMP Report

None

TOB54/22 Moved by **COUNCILLOR WETZSTEIN** that the CAO report for the period ending March 8, 2022 is approved as presented and discussed as attached to and forming parts of these minutes.

CARRIED

TOB55/22 Moved by **COUNCILLOR JONES** to recess the meeting at 8:00 p.m.

CARRIED

TOB56/22 Moved by **MAYOR MOREY** to reconvene the meeting at 8:05 p.m.

CARRIED

10. CORRESPONDENCE

10.1 Joint Shared Services meeting notes of February 8, 2022 were reviewed.

10.2 Shortgrass Library System minutes of January 19, 2022 were reviewed.

10.3 Newell Housing Foundation minutes of February 1, 2022 were reviewed.

10.4 Notification of the National Police Federation, Community Engagement Tour was provided.

TOB57/22 Moved by **DEPUTY MAYOR SLOMP** to accept the correspondence and to file the items as information.

CARRIED

11. CLOSED SESSION

None

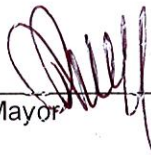
12. ROUND TABLE

None

13. ADJOURNMENT

TOB58/22 Moved by **MAYOR MOREY** for adjournment of the regular council meeting of March 14, 2022 meeting at 9:34 p.m.

CARRIED



Mayor



Chief Administrative Officer



Mayor
19/04/22



CAO
19/04/22

MONTHLY STATEMENT

Town of Bassano

Period Ending February 28, 2022

General Account

Net Balance at End of Previous Month	\$	656,792.19
Receipts for the Month	\$	101,988.69
Interest	\$	405.42
Cancelled Cheques	\$	9,294.98
Post Dated Cheque	\$	387.50
Sub-Total	\$	768,868.78
Less Disbursements for the month	-\$	199,415.40
Bank Service Charges	-\$	648.77
Returned TIPPS	-\$	762.14
Net Balance at End of Month	\$	568,042.47
Bank Balance at End of Month	\$	679,218.68
Outstanding Deposit	\$	1,416.06
Sub-Total	\$	680,634.74
Less outstanding cheques	-\$	112,592.27
NET Balance at End of Month	\$	568,042.47

Savings

	Opening Balance	Interest/Transfers	Closing Balance
Fire Reserves	\$ 31,178.55	\$ 17.94	\$ 31,196.49
Sewage Upgrade	\$ 221,696.85	\$ 127.55	\$ 221,824.40
MSJ Capital	\$ 400,857.64	\$ 230.63	\$ 401,088.27
Federal Gas Tax Refund	\$ 125,174.91	\$ 72.02	\$ 125,246.93
MSI Operational	\$ 74,794.08	\$ 43.03	\$ 74,837.11
Capital Plan Reserve	\$ 2,719,239.82	\$ 1,564.49	\$ 2,720,804.31
Land & Development Reserve	\$ 591,240.48	\$ 340.17	\$ 591,580.65
Recreation & Culture Reserve	\$ 423,797.85	\$ 243.83	\$ 424,041.68
Municipal Reserve	\$ 511,731.30	\$ 294.42	\$ 512,025.72
FCSS Reserve	\$ 19,706.35	\$ 11.34	\$ 19,717.69
AMWWP Grant Funds	\$ 39,049.42	\$ 22.47	\$ 39,071.89
Recreation Funding Committee	\$ 3,307.15	\$ 1.90	\$ 3,309.05
Shydowski	\$ 107.26	\$ 0.06	\$ 107.32
Common Shares	\$	\$	\$

MONTHLY STATEMENT
Town of Bassano
 Period Ending March 31, 2022

General Account

Net Balance at End of Previous Month	\$ 568,042.47	
Receipts for the Month	\$ 328,026.22	
Interest	\$ 519.19	
Cancelled Cheques	\$ 848.91	
AMWWP Grant - Claim 6	\$ 11,852.66	
Transfer - Recreation & Culture - Addressable Fire Alarm	\$ 2,814.50	
Sub-Total	\$ 912,103.95	
Less Disbursements for the month	-\$ 347,585.98	
Bank Service Charges	-\$ 560.97	
Transfer Claim 3 to AMWWP	-\$ 11,852.66	
ASFF - 1st Quarter School Taxes	-\$ 80,579.61	
Transfer to Rec & Culture - Correction to January transfer	-\$ 6,298.52	
Purchase of Global Street Sweeper	-\$ 32,844.00	
Net Balance at End of Month	\$ 432,382.21	
Bank Balance at End of Month	\$ 620,798.88	
Outstanding Deposit	\$ 100.00	
Sub-Total	\$ 620,898.88	
Less outstanding cheques	-\$ 188,516.67	
NET Balance at End of Month	\$ 432,382.21	

Savings

	Opening Balance	Interest/Transfers	Closing Balance
Fire Reserves	\$ 31,196.49	\$ 25.21	\$ 31,221.70
Sewage Upgrade	\$ 221,824.40	\$ 141.30	\$ 221,965.70
MSI Capital	\$ 401,088.27	\$ 324.17	\$ 401,412.44
Federal Gas Tax Refund	\$ 125,246.93	\$ 101.23	\$ 125,348.16
MSI Operational	\$ 74,837.11	\$ 60.48	\$ 74,897.59
Capital Plan Reserve	\$ 2,720,804.31	\$ 2,199.01	\$ 2,723,003.32
Land & Development Reserve	\$ 591,580.65	\$ 478.13	\$ 592,058.78
Recreation & Culture Reserve	\$ 424,041.68	-\$ 2,814.50	\$ 421,227.18
Municipal Reserve	\$ 512,025.72	\$ 6,643.53	\$ 518,669.25