

MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO HELD IN COUNCIL CHAMBERS ON AUGUST 20, 2018

PRESENT

MAYOR	Jackie Peterson
COUNCILLORS	Doug Barlow
	Kevin Jones
	Lynn MacWilliam
	Tom Rose
	John Slomp
	Ron Wickson
STAFF	Amanda Davis – Interim Chief Administrative Officer

1. CALL TO ORDER

Mayor Peterson called the meeting to order at 7:00 p.m.

2. EXCUSED FROM MEETING

None

3. ADOPTION OF AGENDA


207/18 Moved by **COUNCILLOR WICKSON** that the agenda be adopted with the following additions and deletions:

- 6.1 Community Standards Bylaw – deletion
- 6.1 CAO Recruitment – addition
- 7.7 Municipal Planning Commission – TOB-D-13/18 – deletion
- 7.7 Bassano Health Challenge – addition
- 7.8 Bassano Heliport – addition
- 7.9 Bassano Golf Club – addition
- 7.10 Bassano Growers – addition


CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the regular council meeting of July 23, 2018, special council meetings of July 30, August 1, and August 14, 2018.



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208/18 Moved by **COUNCILLOR SLOMP** that council approve the minutes of the regular council meeting held on July 23, 2018 as presented.
CARRIED

209/18 Moved by **COUNCILLOR BARLOW** that council approve the minutes of the special council meeting held on July 30, 2018 as presented.
CARRIED

210/18 Moved by **COUNCILLOR SLOMP** that council approve the minutes of the special council meeting held on August 1, 2018 as presented.
CARRIED

211/18 Moved by **COUNCILLOR ROSE** that council approve the minutes of the special council meeting held on August 14, 2018 as presented.
CARRIED

5. DELEGATIONS

None

6. UNFINISHED BUSINESS

6.1 CAO Recruitment

Mayor Peterson advised that the D. Juch declined the Town of Bassano's CAO employment offer. Discussion held regarding next steps and recruitment options.


212/18 Moved by **COUNCILLOR ROSE** that council go in-camera at 7:34 p.m. to discuss personnel issues pursuant to Section (19) 1 of the Freedom of Information and Privacy Act with all persons excluded except town council.
CARRIED

Davis re-entered the meeting at 7:43 p.m.


213/18 Moved by **COUNCILLOR ROSE** to revert to a regular meeting at 7:43 p.m.
CARRIED

214/18 Moved by **MAYOR PETERSON** that the Town of Bassano accept 2052900 Alberta Ltd.'s interim CAO offer pursuant to option two where,

- Interim CAO services are provided to the Town of Bassano between September 17, 2018 and January 31, 2019;
- The interim CAO will provide 18 weeks of work at 50 hours per week at an hourly rate of \$120;
- Accommodations will be provided by the town for the term of the contract at the R & R Inn, Bassano;



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- Council meeting will be reduced to one regular meeting per month between October 1, 2018 and January 31, 2018 unless an emergent meeting is required;
- Effective September 1, 2018 until January 31, 2019 the town office will be closed to the public on Thursday's;
- Regional governance projects will fall under the purview of council and will not be addressed by the interim CAO.

Payment of services will be drawn from the town's unrestricted surplus account.

CARRIED

215/18 Moved by **COUNCILLOR WICKSON** that the Town of Bassano continue with the recruitment process for a permanent CAO. Further, that administration proceeds with additional online CAO recruitment advertisements through LinkedIn, Indeed and other mediums.

CARRIED

7. NEW BUSINESS

7.1 Municipal Enforcement Services Contract

The County of Newell requested that the Town of Bassano review the Municipal Enforcement Services contract in relation to hours of service for 2019.

216/18 Moved by **COUNCILLOR ROSE** that the Town of Bassano maintains the existing Municipal Enforcement Officer contract with the County of Newell receiving eight hours of service per month between January 1, 2019 and December 31, 2019.

CARRIED


217/18 Moved by **COUNCILLOR SLOMP** that the Town of Bassano undertakes a local beautification process to improve the overall aesthetics of the town by:

- Fully enforcing a Community Standards Bylaw.
- Directing administration to develop a public information process in accordance with municipal policies and procedures to explain the rationale for undertaking the community beautification process focused on unsightly premises.
- Directing administration and public works to develop a municipally owned property beautification process for the regular council meeting in October 2018. Further, that the plan is fully utilized during the 2019 municipal budgetary process.
- Directing administration and public works to develop a grid plan for local beautification for the regular council meeting in October 2018.
- Upon acceptance of the proposed beautification efforts, that administration proceeds by applying for grant monies to support site revitalization efforts.

CARRIED



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7.2 Intermunicipal Subdivision and Development Appeal Board

An Intermunicipal Subdivision and Development Appeal Board agreement as presented.

218/18 Moved by **COUNCILLOR SLOMP** that the Town of Bassano approves the Intermunicipal Subdivision and Development Appeal Board agreement as presented.

CARRIED

7.3 Public Works – Unbudgeted Expenditure

Additional crack filler is required to complete 2018 road maintenance.

219/18 Moved by **COUNCILLOR BARLOW** that council approves an unbudgeted expenditure of \$12,000 for the purchase of four additional pallets of asphalt material to complete 2018 road maintenance.

CARRIED

7.4 Memorial Bench – Write-off

Invoice 201678 was issued for the cost and installation of a memorial bench, however, files indicate that the memorial bench was donated.

220/18 Moved by **COUNCILLOR WICKSON** that the Town of Bassano waive the memorial bench fee of \$840 on account 458, invoice 201678.

CARRIED

7.5 Bassano Arts Council – Hall Donation

The Bassano Arts Council received funds to host a 2-day celebration in honor of Alberta Culture Days. The Bassano Arts Council submitted a request that the Town of Bassano donate the community hall for the event.

221/18 Moved by **COUNCILLOR WICKSON** that the Town of Bassano donates and waives the daily rental fee of \$435.75 for the community hall to the Bassano Arts Council in support of the 2-day cultural event on September 28 and 29, 2018. The Bassano Arts Council must complete a rental agreement and adhere to the general terms and conditions stated within.


CARRIED


7.6 CAO Evaluation

Pursuant to Section 205.1 of the Alberta Municipal Government Act R.S.A. 2000, a council must provide a CAO with an annual written performance evaluation. A formal evaluation process is required.

222/18 Moved by **COUNCILLOR JONES** that the CAO performance evaluation discussion be deferred to a future meeting.

CARRIED


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7.7 Bassano Health Challenge

The Bassano Health Foundation sought a letter of support from the Town of Bassano regarding the Bassano Health Challenge.

223/18 Moved by **COUNCILLOR WICKSON** that town council endorse the Bassano Health Foundation's challenge by providing a letter of support and advertising the challenge on the Town of Bassano's Facebook page, website, and in the September newsletter.

CARRIED

7.8 Bassano Heliport

Alberta Health Services advised of a diversion plan for STARS air ambulance during the construction of a new heliport at the Bassano Hospital.

224/18 Moved by **COUNCILLOR WICKSON** that the Town of Bassano provide a letter in support of Alberta Health Services plan to divert STARS air ambulance as required.

CARRIED

7.9 Bassano Golf Club

Councillor Wickson advised of a water connection issue at the Bassano Golf Club.

225/18 Moved by **MAYOR PETERSON** that the water connection issue at the Bassano Golf Club be deferred to administration.

CARRIED

7.10 Bassano Growers

Councillor Wickson advised that the Bassano Growers will be hosting a group tour of the community. Clarification was sought regarding the process for community hall rentals.

8. BOARD & COMMITTEE REPORTS

8.1 Councillor Jones provided a written committee report addressing his attendance at the Newell Regional Services Corporation meeting.

226/18 Moved by **COUNCILLOR WICKSON** to accept the Board and Committee reports as information.

CARRIED


9. CAO REPORTS

A written CAO report was provided for the period ending August 17, 2018.

Discussion held regarding the condition of the roads on 4th Avenue Close.



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- 227/18** Moved by **COUNCILLOR ROSE** directing administration to investigate road and sidewalk conditions on 4th Avenue Close with MPE.

CARRIED

Discussion held regarding the sale and use of Plan 3872T, Block 19, Lot 7.

- 228/18** Moved by **COUNCILLOR ROSE** directing administration to investigate the tax recovery process and options to sell Plan 3872T, Block 19, Lot 7. Further that a report is compiled for council and interested parties that addresses the processes required to sell and use the property.

CARRIED

Discussion held regarding the highway commercial subdivision and the towns responsibility for maintenance. To prevent any further erosion along the drainage ditches, the public works department will install cement barricades at the intersection corners and temporary pylons along the edge of the roadway. The use of traffic devices will be monitored to determine their effectiveness.

- 9.1** A cheque listing was presented.
- 9.2** A written Community Peace Office report was presented for the period ending July 31, 2018.

- 229/18** Moved by **COUNCILLOR WICKSON** that the CAO report for the period ending August 17, 2018 is approved as presented.

CARRIED

10. CORRESPONDENCE


- 10.1** Greyhound Canada – notice of the discontinuation of services.
- 10.2** ATCO – notice of a reduction in 2018 franchise fee revenue.
- 10.3** Oldman River Regional Services Commission – copy of the June 14, 2018 board meeting minutes.
- 10.4** Public inquiry – letter from a member at large inquiring about a walking trail Expansion project in conjunction with regional partners.
- 10.5** Status of Women – community grant program funding announcement.
- 10.6** Alberta Environment and Parks – Alberta Community and Resiliency grant funding announcement.
- 10.7** Alberta Municipal Affairs – 2018/19 Fire Services Training program grant announcement.
- 10.8** Alberta Municipal Affairs – copy of Ministerial Order MSL:047/18.

- 230/18** Moved by **COUNCILLOR JONES** to accept all correspondence items and to file them as information.


CARRIED

11. IN-CAMERA

None



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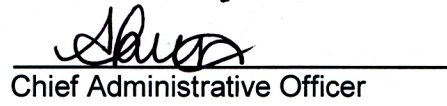
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12. ADJOURNMENT


Mayor Peterson adjourned the regular Council meeting of August 20, 2018 at 9:42 p.m.




Mayor



Chief Administrative Officer



Mayor
10/09/18



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