



**MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO HELD IN THE COUNCIL CHAMBERS ON MARCH 19, 2019.**

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**PRESENT COUNCIL**  
MAYOR  
COUNCILLORS

Ron Wickson  
Doug Barlow  
Kevin Jones  
Lynn MacWilliam  
Tom Rose  
John Slomp  
Jackie Seely

STAFF

Amanda Davis – Interim Chief Administrative Officer  
Devin Leeks – Community Peace Officer

OTHER

Leon and Myna Lehner, Residents

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**1. CALL TO ORDER**

Deputy Mayor Rose called the meeting to order at 6:05 p.m.

**2. EXCUSED FROM MEETING**

Ron Wickson  
Lynn MacWilliam

**3. ADOPTION OF AGENDA**

**42/19** Moved by **COUNCILLOR SLOMP** that the agenda is approved with the following additions:


New Business

7.3 Bassano Wellness Initiative  
7.4 Long Service Award Recognition

In-Camera

11.2 FOIP (19) 25 (1)(c) – Legal

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Mayor  
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CAO  
08/04/19

**CARRIED**

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**4. ADOPTION OF MINUTES**

**4.1 Adoption of minutes from the regular meeting of February 11, 2019.**

**43/19** Moved by **COUNCILLOR SEELY** that council approves the minutes of the regular meeting held on February 11, 2019 as presented.

**CARRIED**

**4.2 Adoption of minutes from the special meeting of March 4, 2019.**

**44/19** Moved by **COUNCILLOR JONES** that council approves the minutes of the special meeting held on March 4, 2019 as presented.

**CARRIED**

**5. DELEGATIONS**

**5.1 Leon and Myna Lehner, Residents**

D. Leek, Community Peace Officer entered the meeting at 6:17 p.m.

L. & M. Lehner entered the meeting at 6:27 p.m. to present an appeal to the clean-up order issued against 426 – 1<sup>st</sup> Avenue, Bassano.

The Lehner's departed the meeting at 6:43 p.m.

**6. UNFINISHED BUSINESS**

**6.1 Fire Services Bylaw #885/19**

An amended draft Fire Services Bylaw #885/19 was presented. Discussion ensued.

**45/19** Moved by **COUNCILLOR BARLOW** that council gives first reading to bylaw #885/19 known as the Fire Services Bylaw.

**CARRIED**

**6.2 Intermunicipal Collaboration Framework Agreement Bylaw #886/19**

Intermunicipal Collaboration Framework Agreement Bylaw #886/19 was presented. Discussion ensued.


**46/19** Moved by **COUNCILLOR SEELY** that council gives first reading to bylaw #886/19 known as the Intermunicipal Collaboration Framework Agreement Bylaw.

**CARRIED**

**47/19** Moved by **COUNCILLOR SLOMP** that council gives second first reading to bylaw #886/19 known as the Intermunicipal Collaboration Framework Agreement Bylaw.

**CARRIED**

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Mayor  
08/04/19

  
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CAO  
08/04/19



48/19 Moved by **COUNCILLOR BARLOW** that council has third and final reading of bylaw #886/19 known as the Intermunicipal Collaboration Framework Agreement Bylaw.

**CARRIED**

49/19 Moved by **COUNCILLOR SEELY** that council give third and final reading to bylaw #886/19 known as the Intermunicipal Collaboration Framework Agreement Bylaw.

**CARRIED**

6.3 **Strategic Plan – Final Report**

A 2019-2025 Strategic Plan – Final Report was presented.

50/19 Moved by **COUNCILLOR JONES** that council approves the Town of Bassano's 2019-2025 Strategic Plan – Final Report as amended.

**CARRIED**

7. **NEW BUSINESS**

7.1 **Beautify Bassano Initiative Clean-up Order Appeal (426 – 1<sup>st</sup> Avenue)**

Council discussed the clean-up order appeal as presented by the delegates related to 426 – 1<sup>st</sup> Avenue, Bassano as per the Beautify Bassano Initiative.

51/19 Moved by **COUNCILLOR BARLOW** that council upholds the clean-up order issued on February 27, 2019 in accordance with the Beautify Bassano Initiative at 426 – 1<sup>st</sup> Avenue and directs Interim CAO Davis and Community Peace Officer Leeks to manage the file with the registered owners.

**CARRIED**

Leeks departed the meeting at 7:02 p.m.

7.2 **Beautify Bassano Initiative – Appendix “I” – Public Complaints**

Four complaints were received from residents on 2<sup>nd</sup> Avenue regarding the Town of Bassano's snow removal priority plan as defined in the Beautify Bassano Initiative.

52/19 Moved by **COUNCILLOR SEELY** that council amends Appendix “I” to include 2<sup>nd</sup> Avenue as a “Priority 2” snow clearing route to improve the connectivity of Bassano and access to main street.

**CARRIED**


53/19 Moved by **COUNCILLOR SEELY** to rescind the previous motion.

**CARRIED**

54/19 Moved by **COUNCILLOR SEELY** that council amends Appendix “I” of the Beautify Bassano Initiative to extend the “Priority 2” snow clearing route from 2<sup>nd</sup> Street to 1<sup>st</sup> Street on 2<sup>nd</sup> Avenue to improve the connectivity of Bassano and access to main street.

**CARRIED**

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Mayor  
08/04/19

  
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CAO  
08/04/19

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**7.3 Bassano Wellness Initiative**

Councillor Seely presented a Bassano Wellness Initiative as a follow-up to the Rural Mental Health Conference held in Brooks, Alberta in October 2018. The committee requests that a bulletin board be placed in the municipal office for volunteers.

**55/19** Moved by **DEPUTY MAYOR ROSE** authorizing the placement of a volunteer board at the municipal office at no cost to the town, no additional work for administration, and that all upkeep would be the responsibility of the Bassano Wellness Initiative committee.

**CARRIED**

**7.4 Long-Service Recognition**

Deputy Mayor Rose sought permission of council to present Gary Hingley with a long-service recognition award at his retirement party, as Hingley has been instrumental in keeping the people of Bassano safe for over 35-years.

**56/19** Moved by **DEPUTY MAYOR ROSE** to present Gary Hingley with a long-service recognition plaque at his retirement party on behalf of the town honoring his contribution to the ambulance service and his efforts to keep the people of Bassano safe.

**CARRIED**

**8. BOARD & COMMITTEE REPORTS**

**8.1** Mayor Wickson provided written committee reports addressing his attendance at:

- FCSS on February 11, 2019,
- Joint Shared Services Committee on February 12, 2019, and
- Newell Foundation on February 12, 2019.

**8.2** Deputy Mayor Rose

- No reports submitted.

**8.3** Councillor Slomp provided written committee reports addressing his attendance at:

- Bassano Memorial Library on February 4, 2019, and
- Newell Regional Solid Waste Authority on February 20, 2019.

**8.4** Councillor Jones

- No reports submitted.

**8.5** Councillor Barlow


- No reports submitted.

**8.6** Councillor Seely provided a verbal report on her attendance at the Regional Governance Open Houses in Duchess and Tilley.

**57/19** Moved by **COUNCILLOR SLOMP** to accept the Board and Committee reports as presented.

**CARRIED**

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Mayor  
08/04/19

  
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CAO  
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**9. CAO REPORTS**

**9.1 Operations Report**

A written CAO report was provided for the period ending March 14, 2019.

**Municipal Office**

Pursuant to Section 204 of the Municipal Government Act, council must name a place as its municipal office.

**58/19** Moved by **COUNCILLOR JONES** that the Municipal Office of the Town of Bassano is located at 502 – 2<sup>nd</sup> Avenue.

**CARRIED**

**Dark Fiber Initiative**

A formal motion is required authorizing the Town of Bassano's commitment to participate in the Dark Fiber Initiative business case.

**59/19** Moved by **COUNCILLOR JONES** that the Town of Bassano participates in the dark fiber business case analysis and shall contribute up to \$1,500 to the project to meet the matching funds components of the CARES program.

**CARRIED**

**9.2 Financial Statement**

Financial statements for the months ending December 31, 2018, January 31, 2019 and February 28, 2019 were presented.

**9.3 Cheque Listing**

The cheque listing for the period ending February 28, 2019 was presented.

**9.4 Community Peace Officer (CPO)**

A written CPO report was provided for the period ending February 28, 2019.

**60/19** Moved by **COUNCILLOR SEELY** that the CAO report for the period ending March 14, 2019 is approved as presented.

**CARRIED**


**10. CORRESPONDENCE**

**10.1** Fortis Alberta provided confirmation that the Alberta Utilities Commission approved the distribution rate increase effective January 1, 2019.

**10.2** Bassano Memorial Library minutes of January 7, 2019 were reviewed.

**10.3** Oldman River Regional Services Commission executive committee meeting minutes of January 10, 2019 were reviewed.

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Mayor  
08/04/19

  
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CAO  
08/04/19

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- 10.4 The Pioneer Co-op requested an updated voting delegate.
- 61/19 Moved by **COUNCILLOR BARLOW** that Kevin Jones is appointed as the Town of Bassano's voting delegate on the Pioneer Gas Co-op Limited board.  
**CARRIED**
- 10.5 Alberta Tourism and Culture invites communities to submit a bid to host the 2022 Alberta Winter Games of the 2022 Alberta Summer Games.
- 10.6 A resident concern was received from K. Riley regarding the condition of adjacent properties and a request that the municipality act to complete property inspections and yard maintenance.
- 62/19 Moved by **COUNCILLOR JONES** directing administration to respond to K. Riley's letter regarding the condition of adjacent properties and the town's capacity to address unsightly properties. However, items beyond the unsightly nature of the property is beyond the control of the municipality. The letter shall include a provision that refers to external agencies that may assist with the concerns raised (e.g. a condo association).  
**CARRIED**
- 63/19 Moved by **COUNCILLOR SLOMP** to accept all correspondence items and to file the items as information.  
**CARRIED**
- 64/19 Moved by **COUNCILLOR SEELY** to recess the meeting at 8:12 p.m.  
**CARRIED**
- 65/19 Moved by **COUNCILLOR JONES** to reconvene the meeting at 8:19 p.m.  
**CARRIED**

#### 11. IN-CAMERA

- 66/19 Moved by **COUNCILLOR BARLOW** to go in-camera at 8:20 p.m. to discuss financial, land and 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 Interim CAO Davis.  
**CARRIED**
- 67/19 Moved by **COUNCILLOR SEELY** to revert to a regular meeting at 9:56 p.m.  
**CARRIED**
- 68/19 Moved by **DEPUTY MAYOR ROSE** directing administration as follows:
1. Authorizing up to \$50,000 from the water reserve account to process a temporary storm water mitigation strategy by having a plug installed within the town's licensed storm water location and temporarily pumping storm water into the decommissioned water cells.

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Mayor  
08/04/19

  
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CAO  
08/04/19

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2. That a letter is sent to the County of Newell advising them of the town's planned course of action once an engineering assessment is provided.
3. That a letter is sent to the Eastern Irrigation District advising them of the of the town's planned course of action, acting in good faith with a request to dewater the current decommissioned water cells into their canal prior to the pumping storm water to maximize storage capacity.
4. That the town continues with it original course of action to apply to the Alberta Resiliency Program for stormwater mitigation assistance in 2019.

**CARRIED**


**12. ADJOURNMENT**


**DEPUTY MAYOR ROSE** adjourned the regular council meeting of March 19, 2019 at 10:02 p.m.

  
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Mayor

  
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Chief Administrative Officer

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Mayor  
08/04/19

  
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CAO  
08/04/19



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**MONTHLY STATEMENT**  
**Town of Bassano**  
 Period Ending March 31, 2019

**General Account**

|   |                       |  |  |
|---|-----------------------|--|--|
| <b>Net Balance at End of Previous Month</b> | <b>\$1,209,120.50</b> |  |  |
| <b>Unposted Direct Deposit</b>              |                       |  |  |
| Receipts for the Month                      | \$ 256,515.29         |  |  |
|   |                       |  |  |
| Audit Transfers                             | \$227,526.45          |  |  |
| Cancelled cheque                            | \$8,929.45            |  |  |
| Interest                                    | \$1,788.53            |  |  |
| Payroll Reversal                            | \$1,900.00            |  |  |
|   |                       |  |  |
| <b>Sub-Total</b>                            | <b>\$1,705,780.22</b> |  |  |
| <b>Less Disbursements for the month</b>     | <b>-\$350,327.83</b>  |  |  |
|   |                       |  |  |
| Bank Charges and Interest                   | -\$342.74             |  |  |
| Audit Transfers                             | -\$703,691.03         |  |  |
| Returned TIPPS                              | -\$134.10             |  |  |
|   |                       |  |  |
| ASFF (School Tax)                           | -\$80,516.27          |  |  |
| Net Balance at End of Month                 |                       |  |  |
|   | <b>\$570,768.25</b>   |  |  |
| <b>Balance at End of Month-Bank</b>         | <b>\$584,760.13</b>   |  |  |
| O/S M/C, Visa, Interac                      | \$14,170.93           |  |  |
|   |                       |  |  |
| <b>Sub-Total</b>                            | <b>\$598,931.06</b>   |  |  |
|   |                       |  |  |
| <b>Less outstanding cheques</b>             | <b>-\$28,162.81</b>   |  |  |
|   |                       |  |  |
| <b>NET Balance at End of Month</b>          | <b>\$570,768.25</b>   |  |  |

| <b>Savings and Investments</b>               | <b>Opening Balance</b> | <b>Interest/transfer</b> | <b>Closing Balance</b> |
|--|------------------------|--------------------------|------------------------|
| Expense Account (Credit Card - see attached) | \$ 1,260.64            | -\$ 610.12               | \$ 650.52              |
| <b>Savings</b>                               |                        |                          |                        |
| Fire Reserves                                | \$ 101,960.24          | \$ 11,154.90             | \$ 113,115.14          |
| Fire Hall Replacement                        | \$ 141,419.98          | \$ 234.21                | \$ 141,654.19          |
| Reserves                                     | \$ 1,629,558.27        | \$ 273,485.57            | \$ 1,903,043.84        |
| Utility Deposits                             | \$ 134.83              | \$ 0.22                  | \$ 135.05              |
| Sewage Upgrade                               | \$ 1,643,608.83        | \$ 365,811.60            | \$ 2,009,420.43        |
| Cash in Lieu                                 | \$ 19,027.08           | \$ 31.51                 | \$ 19,058.59           |
| Basic Municipal Transport                    | \$ 6.66                | -\$ 6.63                 | \$ 0.03                |
| Pool   | \$ 57,169.10           | \$ 15,104.30             | \$ 72,273.40           |
| MSI Capital                                  | \$ 453,113.73          | -\$ 183,756.58           | \$ 269,357.15          |
| Federal Gas Tax Refund                       | \$ 26,439.90           | -\$ 22,097.89            | \$ 4,342.01            |
| MSI Operational                              | \$ 26,681.78           | -\$ 20,970.36            | \$ 5,711.42            |
| Common Shares                                | \$ 4,891.68            | \$ -                     | \$ 4,891.68            |
| Thrive                                       | \$ 20,706.39           | \$ 17.59                 | \$ 20,723.98           |
| LLUP Grant Funds                             | \$0.00                 | 30002.47                 | 30002.47               |
| ECD Grant Funds                              | \$ -                   | \$ 14,239.31             | \$ 14,239.31           |
| Shydrowsky                                   | \$ 103.03              | \$ 0.17                  | \$ 103.20              |
| <b>Investments</b>                           |                        |                          |                        |
| Shydrow Scholarship                          | \$ 5,465.94            |                          | \$ 5,465.94            |
| Nesbit Burns                                 | \$ 983,217.38          |                          | \$ 983,217.38          |
| <b>Transaction Total</b>                     |                        | <b>\$482,640.27</b>      |                        |
| <b>Total</b>                                 | <b>\$ 5,114,765.46</b> |                          | <b>\$ 5,597,405.73</b> |

|   |   |
|---|---|
| Mayor Wickson  | Interim CAO Davis  |
|---|---|