

AGENDA

Meeting: July 8, 2019 6:00 p.m. – 10:00 p.m.
Council Chambers
502 – 2 Avenue Bassano

1. CALL TO ORDER - REGULAR MEETING

2. EXCUSED FROM MEETING

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

4.1 June 10, 2019 Regular Council

5. DELEGATIONS

5.1 Bassano RCMP Detachment, Cpl. Sebastian Andrews 7:00 p.m.

6. UNFINISHED BUSINESS

6.1 Utility Rates Bylaw 884/18 Amendment – 889/19

6.2 Public Lands Policy– Baseball Diamond Policy

6.3 Golf Course Signage

6.4 Intermunicipal Collaboration Framework – Recreation Agreement – Draft

6.5 Strategic Plan – Goal 2 – Task 3 – Terms of Reference

6.6

7. NEW BUSINESS

7.1 In-Camera – Closed Session

- FOIP(19) 25(1)(c) – 2019 Tax Recovery/Legal

7.2 Council Meeting Dates

7.3

8. BOARD & COMMITTEE REPORTS

8.1 Mayor R. Wickson

- AUMA South Conference – June 11, 2019
- Blanket Exercise – June 19, 2019
- Grassland School Division Annual General Meeting – June 20, 2019
- Palliser Economic Partnership Annual General Meeting – June 21, 2019

8.2 Deputy Mayor T. Rose

- ORRSC – June 6, 2019

8.3 Councillor J. Slomp

- No report submitted.

8.4 Councillor K. Jones

- No reports submitted.

8.5 Councillor D. Barlow

- Nothing to report.

8.6 Councillor J. Seely

- Nothing to report.

9. CAO REPORTS

- 9.1 CAO Operation Report – ADDITION
- 9.2 Financial Statement for the month ending May 31, 2019
- 9.3 CPO report for the month ending June 30, 2019

10. CORRESPONDENCE

- 10.1 Palliser Economic Partnership Minutes – April 26, 2019
- 10.2 Oldman River Regional Services Commission Minutes – March 7, 2019
- 10.3 Oldman River Regional Services Commission – 2018 Annual Report
- 10.4 Full Circle Golf Tournament Invitation – July 13, 2019
- 10.5 Village of Duchess – Grand Opening Invitation

11. IN-CAMERA

- 11.1 FOIP(19) 25(1)(c) – Regional Governance
- 11.2 FOIP(19) 25(1)(c) – Land/Legal

12. ADJOURNMENT

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**MINUTES OF THE REGULAR MEETING OF THE TOWN OF
BASSANO HELD IN THE COUNCIL CHAMBERS ON JUNE 10,
2019.**

ELECTED OFFICIALS

| | |
|-------------|--------------|
| MAYOR | Ron Wickson |
| COUNCILLORS | Doug Barlow |
| | Kevin Jones |
| | Tom Rose |
| | John Slomp |
| | Jackie Seely |

| | |
|-------|---|
| STAFF | Amanda Davis – Interim Chief Administrative Officer |
| | Jordan Mitchell – Executive Assistant |

| | |
|-------|--|
| OTHER | Debbie McCann, Alberta Municipal Affairs |
| | Desiree Kuori, Alberta Municipal Affairs |

1. CALL TO ORDER

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

2. EXCUSED FROM MEETING

None

3. ADOPTION OF AGENDA

130/19 Moved by **COUNCILLOR ROSE** that the agenda is approved with the following additions:

Delegation

5.3 Debbie McCann and Desiree Kuori, Alberta Municipal Affairs, 6:00 p.m.

CAO Report

9.1 Strategic Plan – Goal 2 – Task 3

CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the public hearing of May 27, 2019.

131/19 Moved by **COUNCILLOR SEELY** that council approves the minutes of the

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Mayor
07/08/19

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CAO
07/08/19

public hearing held on May 27, 2019 as presented.

CARRIED

4.2 Adoption of minutes from the regular meeting of May 27, 2019.

132/19 Moved by **COUNCILLOR ROSE** that council approves the minutes of the regular meeting held on May 27, 2019 as presented.

CARRIED

5. DELEGATIONS

5.3 Delegation of Debbie McCann and Desiree Kuori, Alberta Municipal Affairs

McCann and Kuori entered the meeting at 6:02 p.m.

McCann and Kuori, Accountability Advisors for Alberta Municipal Affairs outlined the Municipal Accountability Program and the work that is underway in municipalities across the province with populations of less than 5,000.

McCann and Kuori concluded their presentation at 6:12 p.m. and remained as meeting observers.

Agenda Rearrangement

The agenda was rearranged to address business items until the next delegations arrived.

5.1 Delegation of Stew Heron and Jennifer Follis

Heron and Follis entered the meeting at 6:34 p.m.

Heron and Follis presented a beautify Bassano mural project and sought the support of council for installation.

Heron and Follis departed the meeting at 6:50 p.m.

5.2 Delegation of Ashley Barlow, Jennifer Hodgins and Jenn Sawatsky, Bassano Minor Ball Association

Barlow, Hodgins, and Sawatsky entered the meeting at 6:51 p.m.


Barlow, Hodgins and Sawatsky presented an overview of the minor ball association and requested that the Town of Bassano continue to maintain the south ball diamond owned by the Grasslands School Division as done in the past.

Barlow, Hodgins and Sawatsky departed the meeting at 7:01 p.m.


6. UNFINISHED BUSINESS

6.1

Utility Rates Bylaw #884/18



Mayor
07/08/19



CAO
07/08/19

Utility Rates Bylaw #884/18 was presented. Discussion ensued regarding the installation of water meters at the mobile home parks.

- 133/19** Moved by **COUNCILLOR SEELY** that council gives third and final reading to Utility Rates Bylaw 884/18.

CARRIED

- 134/19** Moved by **COUNCILLOR SLOMP** that the Town of Bassano install a water meter at the entrance of each mobile home park rather than the installation of water meters on each mobile home due to logistic challenges with multiple services connecting at each mobile home. The water utility bill shall be charged to the park owner and further charge outs shall be addressed through the owner's independent business model.

CARRIED

6.2 Public Land Policy – Baseball Diamond Policy

An internal policy was presented to address the roles and responsibilities for the maintenance of baseball diamonds in Bassano.

- 135/19** Moved by **COUNCILLOR SEELY** that the Town of Bassano continues to maintain both ball diamonds (north and south) by floating the diamonds and lining the fields a minimum of once per week.

CARRIED

7. NEW BUSINESS

7.1 Beautify Bassano Mural Project

Discussion held regarding the beautify Bassano mural project as presented by the delegates Heron and Follis.

- 136/19** Moved by **COUNCILLOR ROSE** that the Mayor and Council of Bassano support in principle S. Heron a J. Follis' mural initiative on 402 – 2nd Avenue pending written confirmation is received by the property owner. Further, noting that the placement of the mural would be the landowner's responsibility should it deteriorate, and maintenance be required. To ensure the mural is appropriate and contributes to the overall aesthetics of Bassano, the mural must first be approved by the Mayor and Deputy Mayor or their elected designate prior to installation.

CARRIED


8. BOARD & COMMITTEE REPORTS


- 8.1** Mayor Wickson addressed the appointment of Juanita Peirson as a member of the Family Community and Social Services board.

- 137/19** Moved by **MAYOR WICKSON** that Juanita Peirson is appointed to the Family Community and Social Services board.

CARRIED

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Mayor
07/08/19


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- 8.2 Deputy Mayor Rose
- Nothing to report.
- 8.3 Councillor Slomp provided written committee reports addressing his attendance at:
- Bassano Memorial Library meeting on May 6, 2019
 - Newell Regional Tourism Association on May 23, 2019, and
 - Bassano Memorial Library meeting on June 3, 2019.
- 8.4 Councillor Jones provided written committee reports addressing his attendance at:
- Palliser Economic Partnership on April 26, 2019,
 - Dark Fibre meeting on May 1, 2019,
 - Arena board meeting on May 8, 2019,
 - Bassano Minor Hockey Annual General Meeting on May 8, 2019,
 - Shortgrass Library System meeting on May 15, 2019, and
 - Newell Regional Services Corporation meeting on May 29, 2019.
- 8.5 Councillor Barlow provided written committee reports addressing his attendance at:
- Newell Regional Solid Waste Management meeting on May 23, 2019.
- 8.6 Councillor Seely provided written committee reports addressing her attendance at:
- Brooks & District Chamber of Commerce meeting on April 4, 2019 and May 30, 2019.
- 138/19 Moved by **COUNCILLOR SEELY** to accept the Board and Committee reports as presented and discussed.
- CARRIED**
- 139/19 Moved by **COUNCILLOR SEELY** to recess the meeting at 7:29 p.m.
- CARRIED**
- 140/19 Moved by **MAYOR WICKSON** to reconvene the meeting at 7:38 p.m.
- CARRIED**

9. CAO REPORTS

9.1 Operations Report

A written CAO report was provided for the period ending June 6, 2019.

By-Election


Council discussed the 2019 municipal by-election and a candidate's forum.


- 141/19 Moved by **COUNCILLOR SEELY** that council supports a candidate's forum and requests that an organization such as the Bassano Damsiters organize/facilitate the event.

CARRIED

Strategic Plan

Interim CAO Davis provided an update regarding Goal 2, Task 3 (Unique Project, Tiny Home Pilot Project) following a meeting with the University of Calgary and


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Palliser Economic Partnership Executive Director Walter Valentini on June 7, 2019.

- 142/19** Moved by **COUNCILLOR ROSE** to allow for an amendment to vision of the tiny home pilot project (Strategic Plan, Goal 2, Task 3) to focus on an intergenerational component as outlined in the presentation by interim CAO Davis.

CARRIED

9.2 Cheque Listing

A cheque listing for the period ending May 31, 2019 was presented.

9.3 Community Peace Officer (CPO)

A written CPO report was provided for the period ending May 31, 2019.

9.4 Bassano RCMP

A written monthly Mayor's Policing Report for the period ending May 31, 2019 was provided.

- 143/19** Moved by **COUNCILLOR SLOMP** that the CAO report for the period ending June 6, 2019 is approved as presented and discussed.

CARRIED

10. CORRESPONDENCE

- 10.1** An invitation to the Grasslands School Division Annual General Meeting was received.

- 144/19** Moved by **COUNCILLOR SLOMP** to authorize the attendance of three council representatives to Grasslands School Division, Annual General Meeting on June 20, 2019.

CARRIED

- 10.2** Notification was received from Alberta Municipal Affairs regarding proposed legislation that will enable supports to revitalise municipalities through Property Tax Incentives.

- 10.3** National Drowning Prevention Week is July 21 – 27, 2019.

- 145/19** Moved by **COUNCILLOR JONES** that the Town of Bassano proclaim July 21 – 27, 2019 as National Drowning Prevention Week.

CARRIED


- 10.4** Regional Working Group minutes of May 1, 2019 were reviewed.


- 146/19** Moved by **COUNCILLOR JONES** to accept all correspondence items and to file the items as information.

CARRIED

11. IN-CAMERA

- 147/19** Moved by **MAYOR WICKSON** to go in-camera at 8:19 p.m. to discuss


Mayor
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finance, 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

148/19 Moved by **COUNCLLOR ROSE** to revert to a regular meeting at 8:47 p.m.

CARRIED

149/19 Moved by **COUNCILLOR BARLOW** to accept all regional governance information as discussed.

CARRIED

150/19 Moved by **COUNCILLOR BARLOW** to accept the update regarding the Sales Agreement on Plan 151 1466, Block 1, Lot 2 as discussed.

CARRIED

151/19 Moved by **COUNCILLOR SLOMP** that if a ratepayer requests a formal meeting with the Mayor or Councillor that administration shall be present to ensure the necessary distribution of information.

CARRIED

12. ADJOURNMENT

152/19 Moved by **MAYOR WICKSON** for adjourned of the regular council meeting of June 10, 2019 at 8:49 p.m.

CARRIED



Mayor



Chief Administrative Officer



Mayor
07/08/19



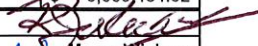

CAO
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MONTHLY STATEMENT

Town of Bassano

Period Ending May 31, 2019



| General Account | | | |
|--|-----------------|-------------------|-----------------|
| Net Balance at End of Previous Month | \$497,181.59 | | |
| Receipts for the Month | \$ 272,623.14 | | |
| Interest | \$1,221.65 | | |
| Bank Charges and Interest | -\$359.64 | | |
| Sub-Total | \$770,666.74 | | |
| Less Disbursements for the month | -\$198,776.85 | | |
| Adjustments (month-end transfers) | -\$3,294.80 | | |
| Transfer to Expense Account | -\$400.00 | | |
| Transfers to Reserves | -\$4,403,598.32 | | |
| Transfer from Reserves | \$4,294,497.15 | | |
| Net Balance at End of Month | \$459,093.92 | | |
| Balance at End of Month-Bank | \$476,801.45 | | |
| Outstanding Deposit | \$431.00 | | |
| Sub-Total | \$477,232.45 | | |
| Less outstanding cheques | -\$18,138.53 | | |
| NET Balance at End of Month | \$459,093.92 | | |
| Savings and Investments | Opening Balance | Interest/transfer | Closing Balance |
| Expense Account (Credit Card - see attached) | \$ 403.57 | -\$ 403.57 | \$ - |
| Expense Common Share Account | \$ 6.85 | \$ - | \$ 6.85 |
| Savings Fire Reserves | \$ 113,296.43 | \$ 34,356.58 | \$ 147,653.01 |
| Sewage Upgrade | \$ 2,012,641.01 | -\$ 526,074.28 | \$ 1,486,566.73 |
| MSI Capital | \$ 269,788.86 | \$ 446.81 | \$ 270,235.67 |
| Federal Gas Tax Refund | \$ 4,348.97 | \$ 7.20 | \$ 4,356.17 |
| MSI Operational | \$ 5,720.57 | \$ 9.47 | \$ 5,730.04 |
| LLUP Grant Funds | \$30,008.63 | 6.37 | \$ 30,015.00 |
| ECD Grant Funds | \$ 14,242.24 | \$ 3.02 | \$ 14,245.26 |
| Capital Plan Reserve | \$0.00 | \$ 1,460,284.61 | \$ 1,460,284.61 |
| Land & Development Reserve | \$0.00 | \$ 579,097.21 | \$ 579,097.21 |
| Recreation & Culture Reserve | \$0.00 | \$ 261,210.43 | \$ 261,210.43 |
| Municipal Reserve | \$0.00 | \$ 452,780.75 | \$452,780.75 |
| FCSS Reserve | \$0.00 | \$ 11,901.71 | \$11,901.71 |
| Shydowski | \$ 103.37 | \$ 0.17 | \$ 103.54 |
| Common Shares | \$ 4,891.68 | \$ - | \$ 4,891.68 |
| Closed Accounts Fire Hall Replacement | \$141,881.22 | -\$ 141,881.22 | \$ - |
| Utility Deposits | \$ 135.27 | -\$ 135.27 | \$ - |
| Reserves | \$ 1,906,093.92 | -\$ 1,906,093.92 | \$ - |
| Cash in Lieu | \$ 19,089.14 | -\$ 19,089.14 | \$ - |
| Thrive | \$ 20,741.01 | -\$ 20,741.01 | \$ - |
| Basic Municipal Transport | \$ 0.03 | -\$ 0.03 | \$ - |
| Pool | \$ 72,389.24 | -\$ 72,389.24 | \$ - |
| Investments Shydowski Scholarship | | | \$ 5,465.94 |
| Nesbit Burns | \$ 983,217.38 | -\$48,327.46 | \$ 934,889.92 |
| Transaction Total | | \$64,969.19 | |
| Total | \$ 5,598,999.39 | | \$ 5,669,434.52 |


 Mayor Wickson

 Interim CAO Davis

MONTHLY STATEMENT

Town of Bassano

Period Ending May 31, 2019

| Expense Account | |
|---|-----------|
| Net Balance at End of Previous Month | \$403.57 |
| Transactions | -\$289.64 |
| | -\$513.93 |
| | |
| | |
| | |
| | |
| | |
| Transfer | \$400.00 |
| Interest | |
| | |
| | |
| Sub-Total | \$0.00 |
| | |
| Net Balance at End of Month | \$0.00 |
| | |
| Common Share | \$6.85 |
| | |
|  Mayor Wickson | |
|  Interim CAO Davis | |