



**MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO  
HELD VIRTUALLY ON MARCH 8, 2021.**

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**ELECTED OFFICIALS**

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

STAFF Amanda Davis – Chief Administrative Office

OTHER Sandra Stanway – Brooks Bulletin  
Mark DeBlois, KPMG  
Tawnee Vincon, KPMG  
Kirana Stocker, KPMG  
Moreah Scarletts, Landowner

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**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**

TOB52/21 Moved by **COUNCILLOR ROSE** that the agenda is approved with the deletion of delegation 5.2 Bassano RCMP, Cpl. Sebastian Andrews.

**CARRIED**

**4. ADOPTION OF MINUTES**

**4.1 Adoption of minutes from the regular meeting of February 8, 2021**

TOB53/21 Moved by **COUNCILLOR JONES** that council approves the minutes of the regular meeting held on February 8, 2021 as presented.

**CARRIED**

**5. DELEGATIONS**

**5.1 KPMG, Mark DeBlois, Auditor**

KPMG representatives DeBlois, Vincon, and Stocker entered the meeting at 6:00 p.m.

DeBlois presented the audited financial statement for the year ending December 31, 2020. Discussion ensued.

**TOB54/21** Moved by **COUNCILOR MOREY** that council approves the audited financial statement for the year ending December 31, 2020 as presented.

**CARRIED**

DeBlois, Vincon and Stocker departed the meeting at 6:27 p.m.

- 5.2** **Bassano RCMP, Cpl. Sebastian Andrews**  
▪ Deletion

## **6. UNFINISHED BUSINESS**

### **6.1 FCSS Bylaw 913/21 – Proposed**

FCSS Bylaw 913/21 was presented and discussed.

**TOB55/21** Moved by **COUNCILLOR SLOMP** that council gives 2<sup>nd</sup> reading to FCSS Bylaw 913/21.

**CARRIED**

**TOB56/21** Moved by **COUNCILLOR JONES** that council gives 3<sup>rd</sup> reading to FCSS Bylaw 913/21.

**CARRIED**

### **6.2 Mobile Home Park – Water Rates**

Discussion held regarding Utility Rates Bylaw 889/19 and next steps related to public engagement.

**TOB57/21** Moved by **COUNCILLOR ROSE** that council appoints a subcommittee of three elected representatives consisting of Mayor Wickson, Deputy Mayor Morey, and Councillor Barlow to engage with the residents of the two mobile home communities on March 29, 2021 virtually at 6:00 p.m. to discuss water consumption, the Utility Rates Bylaw 889/19 and next steps.

**CARRIED**

### **6.3 RFQ – Former Stiles Building – Assessment Project (G3-T3)**

CAO Davis advised that seven RFQ's were received for the Former Stiles Building – Assessment Project (G3-T3) and the analysis is still underway.

**TOB58/21** Moved by **COUNCILLOR BARLOW** that a special council meeting is held on March 15, 2021 at 6:00 p.m. to the award of the Former Stiles Building – Assessment Project.

**CARRIED**

## **7. NEW BUSINESS**

### **7.1 Recreation and Leisure Master Plan (G2-T5) – Proposed**

A Recreation and Leisure Master Plan was presented and discussed.

**TOB59/21** Moved by **COUNCILLOR BARLOW** that as recommended by the recreation subcommittee, Town Council approves the Recreation and Leisure Master Plan in principle and begins a formal engagement process with the County of Newell as per the Intermunicipal Collaboration Framework.

**CARRIED**

**7.2 Bassano Historical Society – Mural Project**

A proposal was received from the Bassano Historical Society to undertake a mural project in Bassano.

**TOB60/21** Moved by **COUNCILLOR ROSE** that council supports the Bassano Historical Society's phase one mural project on main street with the theme of "Historical Bassano". To direct administration to collaborate with the project manager to develop a mural project framework to ensure the plan aligns with municipal policies and addresses long-term maintenance of the artwork. Until council determines a course of action related to the abatement and or demolition of the former Stiles building (413 – 2<sup>nd</sup> Avenue), council does not support and investment in a mural at the location.

**CARRIED**

**7.3 County of Newell – Recognizing Donors Policy – Emergency Services**

The County of Newell referred the Recognizing Donors Policy – Emergency Services to municipal partners for consideration.

**TOB61/21** Moved by **COUNCILLOR BARLOW** that the Town of Bassano supports the Recognition of Donations to Emergency Services (Corporate or Individual) policy 2021-FES-003 as presented by the County of Newell.

**CARRIED**

**7.4 Councillor Honorarium, Benefits, and Expense Policy P-TOB11/001-21 - Proposed**

Policy P-TOB11/001-21 was presented and discussed.

**TOB62/21** Moved by **COUNCILLOR JONES** that the Councillor Honorarium, Benefits, and Expense Policy P-TOB11/001-21 is approved as presented.

**CARRIED**

**7.5 MPC Honorarium and Expense Policy P-TOB66/001-21 – Proposed**

Policy P-TOB66/001-21 was presented and discussed.

**TOB63/21** Moved by **COUNCILLOR ROSE** that the MPC Honorarium and Expense Policy P-TOB66/001-21 is approved as presented.

**CARRIED**

**7.6 Decorum in Chambers Policy P-TOB11/002-21 – Proposed**

Policy P-TOB11/002-21 was presented and discussed.

**TOB64/21** Moved by **COUNCILLOR SLOMP** that the Decorum in Chambers Policy P-TOB11/002-21 is approved as presented.

**CARRIED**

**7.7 Electronic Recording of Meetings Policy P-TOB11/003-21 – Proposed**

Policy P-TOB11/003-21 was presented and discussed.

**TOB65/21** Moved by **COUNCILLOR JONES** that the Electronic Recording of Meetings Policy P-TOB11/003-21 is approved as amended to include a clause that electronic recordings in closed sessions are not permitted.

**CARRIED**

**7.8 Subdivision and Development Appeal Board Honorarium and Expense Policy P-TOB66/002-21 – Proposed**

Policy P-TOB66/002-21 was presented and discussed.

**TOB66/21** Moved by **COUNCILLOR MOREY** that the Subdivision and Development Appeal Board Honorarium and Expense Policy P-TOB66/002-21 is approved as presented. **CARRIED**

**7.9 Baseball Diamond Maintenance Policy P-TOB72/001-21 – Proposed**  
Policy P-TOB72/001-21 was presented and discussed.

**TOB67/21** Moved by **COUNCILLOR BARLOW** that the Baseball Diamond Maintenance Policy P-TOB72/001-21 is approved as amended to state that the town cuts grass at the north diamond. **CARRIED**

**7.10 Public Participation Policy P-TOB11/004-21 – Proposed**  
Policy P-TOB11/004-21 was presented and discussed.

**TOB68/21** Moved by **MAYOR WICKSON** that the Public Participation Policy P-TOB11/004-21 is approved as presented. **CARRIED**

**7.11 Public Procurement and Tendering Policy P-TOB11/005-21 – Proposed**  
Policy P-TOB11/005-21 was presented and discussed.

**TOB69/21** Moved by **COUNCILLOR MOREY** that the Public Procurement and Tendering Policy P-TOB11/005-21 is approved as presented. **CARRIED**

## **8. BOARD AND COMMITTEE REPORTS**

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

**TOB70/21** Moved by **MAYOR WICKSON** 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 March 1, 2021.

#### 2021/22 Policing Priorities

**TOB71/21** Moved by **COUNCILLOR SLOMP** that the Town of Bassano request RCMP policing priorities remain unchanged for 2021/22 to include: traffic – road safety; property – rural patrol and rural crime; and community engagement/community presence – school visits and community events. **CARRIED**

**TOB72/21** Road Closure Bylaw 915/21  
Moved by **MAYOR WICKSON** that a public hearing is held at 6:00 p.m. on April 12, 2021 to address Road Closure Bylaw 915/21. **CARRIED**

### **9.2 Financial Statements**

Financial statement for the month ending January 31, 2021 was presented.

**9.3 Cheque Listings**

A cheque listing for the month ending January 31, 2021 was presented.

**9.4 FCSS Director Report**

A FCSS Director Report for the period ending February 28, 2021 was presented.

**9.5 CPO Report**

A CPO report for the month ending February 28, 2021 was presented.

**9.7 RCMP Report**

An RCMP Mayor's Report for the month ending January 31, 2021 was presented.

**TOB73/21** Moved by **MAYOR WICKSON** that the CAO report for the period ending March 1, 2021 is approved as presented and discussed as attached to and forming parts of these minutes.

**CARRIED**

**10. CORRESPONDENCE**

**10.1** Two letters of support were provided by the Town and FCSS for Brooks Dynamite Academy's Child Care Capacity Expression of Interest.

**10.2** Shortgrass Library Board minutes of November 18, 2020 were reviewed.

**10.3** A thank you letter was received from the Bassano Memorial Library members for emergency relief funds.

**10.4** Oldman River Regional Services Commission minutes of December 3, 2020 were reviewed.

**10.5** Oldman River Regional Services Commission provided an updated regarding Bill 48 and its impact on development related matters for municipalities.

**10.6** The City of Brooks issued a letter to the Honourable Jason Kenney, Premier requesting a regional approach to COVID-19 restrictions.

**TOB74/21** Moved by **COUNCILLOR ROSE** that council supports the letter provided by the City of Brooks dated February 17, 2021 related to Regional Covid-19 Restrictions and to direct administration to send a letter to the government of Alberta requesting that covid restrictions are relaxed in areas throughout the province where number are low.

**CARRIED**

**10.7** A letter was received from Alberta Infrastructure regarding the governments Commercial Safety Rest Area Project.

**TOB75/21** Moved by **MAYOR WICKSON** to direct administration to request a meeting with Alberta Transportation to obtain clarification on the Commercial Safety Rest Area Project.

**CARRIED**

**TOB76/21** Moved by **COUNCILLOR JONES** to accept the correspondence and to file the items as information.

**CARRIED**

**11. CLOSED SESSION**

Stanway and Scarletts departed the meeting at 7:52 p.m.

**TOB77/21** Moved by **COUNCILLOR ROSE** to enter a closed session at 7:53 p.m. to discuss personnel matters 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 CAO Davis. **CARRIED**

Councillor Rose departed the meeting at 8:11 p.m.

**TOB78/21** Moved by **COUNCILLOR SLOMP** to revert to a regular meeting at 8:29 p.m. **CARRIED**

**TOB79/21** Moved by **MAYOR WICKSON** that the Town Council engage with Amanda Davis to extend the CAO contract and present contract terms at the April 12, 2021 meeting. **CARRIED**

**TOB80/21** Moved by **COUNCILLOR MOREY** that council accepts the discussion regarding the Wastewater Upgrades and Irrigation Project, and compliance issues at 215 – 3<sup>rd</sup> Avenue, 224 – 3<sup>rd</sup> Avenue, and 501 – 2<sup>nd</sup> Avenue as information. **CARRIED**

**12. ADJOURNMENT**

**TOB81/21** Moved by **MAYOR WICKSON** for adjournment of the regular council meeting of March 8, 2021 at 8:34 p.m. **CARRIED**

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Mayor

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Chief Administrative Officer