



**MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO
HELD IN PERSON ON FEBRUARY 5, 2024 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
Sydney Smith, Recreation and Community Services Liaison

DELEGATES/PUBLIC Sandra Stanway, Brooks Bulletin
Glenda Farnden, STARS
Jackie Seely, STARS
Keith Thome, Resident
Laurie Thome, Resident

1. CALL TO ORDER

Mayor Morey called the meeting to order at 6:30 p.m.

2. EXCUSED FROM MEETING

- None

3. ADOPTION OF AGENDA

TOB01/24 Moved by **COUNCILLOR WETZSTEIN** that the agenda is approved as presented.

CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the regular meeting of December 11, 2023

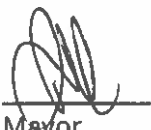
TOB02/24 Moved by **COUNCILLOR MILLER** that the December 11, 2023 minutes are approved as presented.

CARRIED

5. DELEGATIONS

5.1 STARS - Farnden & Seely

Farnden and Seely entered the meeting at 6:48 p.m.



Mayor
03/11/24



CAO
03/11/24

The delegates presented on STARS services and fundraising efforts, seeking a two-year funding commitment of \$2.00 per capital/annum from the Town. A Q&A session ensued.

Farnden and Seely departed the meeting at 7:11 p.m.

6. UNFINISHED BUSINESS

6.1 Benchmark Assessment Consultants - Contract Renewal

TOB03/24 Moved by **DEPUTY MAYOR SLOMP** that the Town of Bassano enters a 5-year contact renewal with Benchmark Assessment Consultants as proposed effective January 1, 2024. Further, that the Town and the County engage in a discussion during the next review of the Intermunicipal Collaboration Framework to determine if assessment services can/should be provided by inhouse personnel.

CARRIED

6.2 2024 Bassano Memorial Library Budget - Proposed

TOB04/24 Moved by **COUNCILLOR MILLER** that the 2024 Bassano Memorial Library budget is approved as presented with a municipal contribution of \$15,660, unchanged from 2023.

And, that council reviews that Bassano Memorial Library volunteer board appointments as follows:

Name	Term	Service Period	Updated Service Period
Theresa Kelly	Term 1 - Extension (TOB235/19)	January 1, 2018 - December 31, 2020	Jan. 1, 2021 - Dec. 31, 2024
Roberta Harmacy	Term 2 (TOB235/19)	January 1, 2019 - December 31, 2021	Jan. 1, 2022 - Dec. 31, 2025
Linda Parrish	Term 2 (TOB235/19)	January 1, 2018 - December 31, 2020	Jan. 1, 2021 - Dec. 31, 2024
Kathy Bulger	Term 2 (TOB235/19)	January 1, 2019 - December 31, 2021	Jan. 1, 2022 - Dec. 31, 2025
Lin Hermanson	Term 2 (TOB40/23)	January 1, 2023 - December 31, 2025	Jan. 1, 2022 - Dec. 31, 2025
Tanis Alexander	Term 1 (TOB99/21)	April 12, 2021 - April 12, 2024	Jan. 1, 2024 - Dec. 31, 2026
Ash Miller	Term 1 (TOB126/21)	May 10, 2021 - May 10, 2024	Jan. 1, 2024 - Dec. 31, 2026
Sherry Steinbach	Term 1		Jan. 1, 2021 - Dec. 31, 2024

CARRIED

6.3 Bassano Outdoor Pool Operations Plan Report - 2024-2026 Budget - Proposed


Recreation and Community Services Liaison Smith entered the meeting at 7:12 p.m.

TOB05/24 Moved by **COUNCILLOR WETZSTEIN** that council approves the Bassano Outdoor Pool Operations Plan P-TOB72a001/22, Fee Policy P-TOB72a-003/22, Fee Assistance Policy P-TOB72a-003/22, Lifeguard and Pool Staff Uniform Policy P-TOB72a-002/22, the 2024 Salary Chart, and the 2024 pool operations budget with 2025-2026 projects as presented.

CARRIED

Smith departed at 7:30 p.m.


Mayor
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CAO
03/11/24

TOB06/24 Moved by **COUNCILLOR WETZSTEIN** to recess the meeting at 7:31 p.m. **CARRIED**

TOB07/24 Moved by **COUNCILLOR MILLER** to reconvene the meeting at 7:34 p.m. **CARRIED**

6.4 BUILD Bassano - 2024 Development Projects - Proposed

TOB08/24 Moved by **COUNCILLOR WETZSTEIN** that council directs administration to plan and tender the following BUILD Bassano - 2024 Development Projects:

1. Full remediation and demolition of 822 - 5A Avenue (Plan 151 0415; Block 52; Lot 6) and to service the lot(s) with water and sewer. Subsequent that a Land Use Bylaw amendment is initiated to rezone the property from PUL to RM.
2. That the 5A Avenue triangle project is designed, subdivided, and serviced.
3. That the 100 Bassano Street (Plan 231 0451; Block 1; Lot 3) subdivision and service project is initiated, offering a portion of the developable area at a purchase price to be determined to Keith and Laurie Thome of Plan 231 0451; Block 1; Lot 8. As well, administration shall determine the feasibility of servicing and subdividing 200 Bassano Street South (Plan 231 0451; Block 1; Lot 2 as part of the project. Finally, in preparing the subdivision and servicing project(s), a future service stub shall be extended to 105 Bassano Street South (Plan 211 1328; Block 1; Lot 1).

CARRIED

7. NEW BUSINESS

7.1 Local Water Management Plan

A round table discussion was held regarding the development of a local water management plan as directed by the Minister of Environment and Protected Areas.

8. BOARD AND COMMITTEE REPORTS

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


TOB09/24 Moved by **COUNCILLOR WETZSTEIN** to accept the Board and Committee reports 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 January 31, 2024.



Mayor
03/11/24



CAO
03/11/24

TOB10/24 Moved by **DEPUTY MAYOR SLOMP** that council approves the following year-end transactions:

1. That the MSI Operating projects are revised as follows:

MSI Operating	Current 2023	Amended	Actual
(12) Professional Development	\$ 26,000	\$ 26,000	\$ 21,877.69
(12) Muniware Contract	\$ 10,000	\$ 10,000	\$ 10,269.13
(12) Contract for Audit Pronouncements (JDP/MPE)	\$ 10,000	\$ 10,000	\$ 417.00
(32) Roads Engineering	\$ 39,579	\$ 24,579	\$ -
(32) G2 - T2 - Public Signage Upgrade	\$ 7,500	\$ 7,500	\$ 4,972.39
(33) Airport - TOB Contr. ASP/ISL	\$ 5,000	\$ 5,000	\$ 4,677.76
(64/66) Marketing & Development - Highway Signage	\$ 30,000	\$ 30,000	\$ -
(64/66) BUILD Bassano Main Street Revitalization Project		\$ 15,000	\$ 14,726.88
ADDITION: Street Lighting		\$ -	\$ 85,605.24
Total:	\$ 128,079	\$ 128,079	\$ 142,546.09

2. That any surplus funds from land sales in 2023 are transferred to the Land and Development Reserve.
3. That \$165,000 of surplus funds resulting from bulk water sales is transferred to the Capital Plan Reserve to reduce the amount of unfunded cash reserve contributions identified in 2019.
4. To clear balances from pervious years' accounting errors on minimum balance accounts.

CARRIED

9.2 Financial Statements

A financial statement for the month ending November 30, 2023 was presented.

9.3 Cheque Listings

A cheque listing for the month ending November 30, 2023 was presented.

9.4 FCSS Report

An FCSS Director's report for the month ending January 31, 2024 was presented.


TOB11/24 Moved by **COUNCILLOR MILLER** that council appoints Skye Chartrand as a volunteer member of the FCSS board effective immediately as recommended by Advisory Board.

CARRIED

9.5 Recreation & Community Services Liaison Report

A Recreation and Community Services Liaison report for the month ending December 31, 2023 was presented.


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CAO
03/11/24

9.6 CPO Report

CPO Reports for the periods ending November 30, 2023, December 31, 2023, and January 31, 2024 were presented.

9.7 RCMP Report

None

TOB12/24 Moved by **COUNCILLOR MILLER** that the CAO report for the period ending January 31, 2024 is approved as presented and discussed as attached to and forming parts of these minutes.

CARRIED

10. CORRESPONDENCE


- 10.1** Alberta Municipalities provided an advocacy report.
- 10.2** The 2023 Southeast Alberta Vital Statistics Report was reviewed.
- 10.3** Joint Shared Services meeting notes of December 12, 2023 were reviewed.
- 10.4** The Bassano Community Enhancement Society sought permission to host the 12th Annual Battle of the Balls Tournament, July 12-14, 2024.

TOB13/24 Moved by **COUNCILLOR MILLER** that the Town authorizes the Bassano Community Enhancement Society to use public lands on July 12-14, 2024 to host various outdoor tournaments with the following conditions:


1. Liability insurance is obtained where applicable for the event;
2. That a designated area is established for the beer gardens to be operated with proper security;
3. That no outdoor fires are permitted on public lands;
4. That users adhere to the noise control limits established by bylaw;
5. That users are responsible for cleaning up the grounds after use;
6. Prior to the event set-up and all underground lines are located to prevent damage; and
7. That the event set-up does not impede the use of the disc golf course where possible.

CARRIED

- 10.5** Alberta Municipal Affairs provided an updated on the Local Government Fiscal Framework.
- 10.6** The ORRSC Periodical Winter 2023 – Slopes & Adaptive Developments was reviewed.
- 10.7** The 2022 digital Fortis Alberta Franchise presentation was reviewed.
- 10.8** Newell Housing Foundation minutes of December 5, 2023 were reviewed.
- 10.9** Notification was received of a boundary change for the Medicine Hat & District Chamber of Commerce.
- 10.10** Engagement material was received related to the *Police Amendment Act*.
- 10.11** Joint Shared Services Meeting Notes of January 9, 2024 were reviewed.
- 10.12** The County of Newell sought a letter in support of their application to the Alberta



Mayor
03/11/24



CAO
03/11/24

Police Transition Grant Program.

TOB14/24 Moved by **COUNCILLOR WETZSTEIN** that the town provides a letter in support of the County of Newell's application to the Alberta Police Transition Grant Program.

CARRIED

10.13 The 2024 Newell Housing Foundation requisition was received.

10.14 The Government of Alberta provided a copy of the 2023 Apartment Vacancy and Rental Cost Survey.

10.15 An invoice was received from the City of Brooks for a 2023 contribution towards the Brooks Maternity Clinic.

TOB15/24 Moved by **MAYOR MOREY** that the town contributes its share of Brooks Maternity Clinic costs for 2023 in the amount of \$416.92 as discussed by Joint Shared Services; approval shall be on a yearly basis by council.

CARRIED

TOB16/24 Moved by **COUNCILLOR WETZSTEIN** to accept the correspondence and to file the items as information.

CARRIED

11. CLOSED SESSION

None

12. ROUND TABLE

A round table discussion was held.

13. ADJOURNMENT

TOB17/24 Moved by **MAYOR MOREY** for adjournment of the regular council meeting of February 5, 2024 at 8:57 p.m.

CARRIED




Mayor



Chief Administrative Officer



Mayor
03/11/24



CAO
03/11/24