



MINUTES OF THE ORGANIZATIONAL MEETING OF THE TOWN OF BASSANO HELD IN THE COUNCIL CHAMBERS ON OCTOBER 27, 2025

PRESENT

MAYOR	Mike Wetzstein
DEPUTY MAYOR	Mike Phillips
COUNCILLORS	Matthew Loewen
	Gary Lee
	Sydney Miller (virtual)

STAFF	Amanda Davis, Chief Administrative Officer (CAO) Christine Petkau, Finance and Legislative Services Lonnie Raymond, Public Works Supervisor
-------	---

OTHER	Sandra Stanway, Brooks Bulletin Large public audience, names not captured
-------	--

1. CALL TO ORDER

The meeting was called to order by CAO Davis at 6:13 p.m.

2. ELECTIONS

2.1 Nomination and Election of Mayor

CAO Davis opened the floor for nominations for the position of Mayor.

COUNCILLOR PHILLIPS nominated Mike Wetzstein for the position of Mayor.



Since there were no other nominations from the floor, **COUNCILLOR LOEWEN** called for nominations to cease.

CAO Davis declared Mike Wetzstein as Mayor for a one-year period commencing October 27, 2025. Mike Wetzstein accepted.

Mayor Wetzstein resumed the meeting.

2.2 Nomination and Election of Deputy Mayor

Mayor Wetzstein opened the floor for nominations for the position of Deputy Mayor.

 _____ Mayor 11/19/25	 _____ CAO 11/19/25
---	---

COUNCILLOR LOEWEN nominated Mike Phillips for the position of Deputy Mayor.

Since there were no other nominations from the floor, **COUNCILLOR LEE** called for nominations to cease.

Mayor Wetzstein declared Mike Phillips as Deputy Mayor for a one-year period commencing October 27, 2025. Mike Phillips accepted.

3. COUNCILLOR COMPENSATION

3.1 Councillor Honorarium, Benefits and Expenses Policy

Policy P-TOB11/001-21 was reviewed.

3.2 Municipal Planning Commission Board Honorarium and Expense Policy

Policy P-TOB66/001-21 was reviewed.

3.3 Subdivision and Development Appeal Board Honorarium and Expense Policy

Policy P-TOB66/002-21 was reviewed.

4. PROCEDURES OF VOTING AND APPOINTING COMMITTEES

4.1 Procedural Bylaw #951/25

Procedural Bylaw #951/25 was reviewed.


4.2 Subdivision and Development Authority/Municipal Planning Commission Bylaw #919/21

Subdivision and Development Authority/Municipal Planning Commission Bylaw #919/21 was reviewed.


4.3 Intermunicipal Subdivision and Development Authority Bylaw #896/20

Intermunicipal Subdivision and Development Authority Bylaw #896/20 was reviewed.

4.4 Boards and Committees



Mayor
11/19/25



CAO
11/19/25

TOB160/25 Moved by **COUNCILLOR LOEWEN** that council approve the list of committee and board members as follows:

Committees	2025/26	2025/26 Alt. Liaison
Intermunicipal Affairs Committee (new) - R	All council	n/a
Intermunicipal Subdivision and Development Appeal Board - R	Sydney Miller	n/a
Intermunicipal Development Plan (IDP) -R/L	Mike Wetzstein/Mike Phillips	Matthew Loewen
Director Emergency Management - R	Stewart Luchies	n/a
Deputy Director of Emergency Management - R	Amanda Davis, Sharon Zacharias, Yvonne Cosh, Cory Cochrane, Kevin Swanson	n/a
Regional Emergency Management Agency - R	Mike Wetzstein	Mike Phillips
Mayor & Reeves Meetings - R	Mike Wetzstein	Mike Phillips
Municipal Planning Commission - L	Mike Wetzstein, Mike Phillips, Matthew Loewen, Gary Lee, Irv Morey	n/a
Board Representatives		
Ag Society (2 meetings) - L	Gary Lee	Sydney Miller
Bassano Bowling, Curling & Golf Clubs - L	Mike Wetzstein	Matthew Loewen
Bassano & District Centennial Arena (1 meeting) - L	Mike Wetzstein	Matthew Loewen
Bassano Memorial Library - L	Sydney Miller	Mike Phillips
Community Futures - Wild Rose - R	Matthew Loewen	Mike Wetzstein
Newell 911 - R	Mike Phillips	n/a
Newell Housing Foundation - R	Gary Lee	n/a
Newell Regional Services Corporation - R	Mike Phillips	Gary Lee
Newell Regional Solid Waste Management Authority - R	Mike Phillips	Sydney Miller
Brooks Region Tourism - R	Matthew Loewen	Sydney Miller
Oldman River Regional Services Commission - R	Sydney Miller	Gary Lee
Palliser Economic Partnership - R	Gary Lee	Mike Phillips
Recreation Complex Management (1 meeting) - R	Mike Wetzstein	Matthew Loewen
Recreation Funding Committee (2 members) - L/R	Mike Wetzstein/Mike Phillips	n/a
Shortgrass Library System - R	Sydney Miller	Mike Wetzstein

CARRIED



Mayor
11/19/25



CAO
11/19/25

5. APPOINTMENT OF PROFESSIONALS

- TOB161/25** Moved by **DEPUTY MAYOR PHILLIPS** that council appoints the following Professional Services to:
- a) Assessor – Benchmark Assessment Consultants
 - b) Auditor – JDP Wasserman
 - c) Engineering – ISL Engineering and Land Services Ltd. for the Core Infrastructure Renewal Program, and others pending matters arising
 - d) Legal Counsel – Reynolds Mirth Richards and Farmer LLP; Field Law and others pending on matters arising
 - e) Planning Commission – Oldman River Regional Services Commission
 - f) Designated Officers - Bylaw Enforcement – County of Newell

CARRIED

- TOB162/25** Moved by **MAYOR WETZSTEIN** that the Town of Bassano's accounts be conducted with the following financial institutions:

- a) Bank and credit card accounts – Connect Credit Union/Chinook Financial
- b) Investment Accounts – Bank of Montreal (BMO) Nesbitt Burns
- c) Scholarship Chequing Accounts for Shydłowski – Connect Credit Union
- d) Shydłowski Scholarship Investment Account - Bank of Montreal (BMO) Nesbitt Burns
- e) Interac – Global Payments
- f) Online banking – Connect First Credit Union, Scotia Bank, Alberta Treasury Branch (ATB) Financial, Royal Bank of Canada (RBC) and Toronto Dominion (TD).

CARRIED

6. SIGNING AUTHORITY

- TOB163/25** Moved by **COUNCILLOR LEE** that council authorizes the Chief Administrative Officer together with the Mayor or Deputy Mayor to sign cheques and documents on behalf of the Town of Bassano.

CARRIED

7. MEETING DATES

7.1 Regular Council Meeting Dates

- TOB164/25** Moved by **MAYOR WETZSTEIN** that council agrees to conduct regular meetings of council on the second Monday of each month at 6:30 p.m. except if the second Monday is a holiday then the meeting will be held on the next regular business day. Meetings will be held at the Town Office at 502 – 2nd Avenue, Bassano, in the council chambers.

CARRIED

- TOB165/25** Moved by **COUNCILLOR LOEWEN** that a council orientation session be held on November 8, 2025 for 10:00 a.m. – 4:00 p.m.; that the November 10, 2025 regular council meeting be rescheduled to November 19, 2025 at 4:00 p.m.

CARRIED



Mayor
11/19/25



CAO
11/19/25

7.2 Municipal Planning Commission Meeting Dates

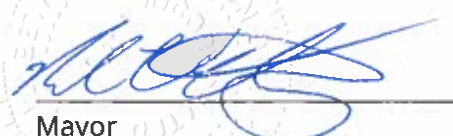
TOB166/25 Moved by **MAYOR WETZSTEIN** that Municipal Planning Commission meetings are held when possible in conjunction with regular meetings of council. In instances where this is not possible, the Municipal Planning Commission meetings will be held as required.

CARRIED

8. ADJOURNMENT

TOB167/25 Moved by **MAYOR WETZSTEIN** for adjourned of the organizational council meeting of October 27, 2025 at 8:27 p.m.


CARRIED




Mayor



Chief Administrative Officer



Mayor
11/19/25



CAO
11/19/25