



**MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO
HELD IN PERSON ON NOVEMBER 19, 2025 IN THE COUNCIL CHAMBERS.**

ELECTED OFFICIALS

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

STAFF Amanda Davis, Chief Administrative Officer
Amanda Barron, FCSS Director

DELEGATES/PUBLIC Tammie Hauck, FCSS Chair
Sandra Stanway, Brooks Bulletin (virtual)
Mike Maguire
Tom McPhail
Wendy Lee (virtual)

1. CALL TO ORDER

Mayor Wetzstein called the meeting to order at 4:00 p.m.

2. EXCUSED FROM MEETING

- None

3. ADOPTION OF AGENDA

TOB178/25 Moved by **COUNCILLOR LOEWEN** that the agenda is approved as amended with New Business Item 7.2 Occupational Health & Safety Policies – removed.

CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the regular meeting of October 14, 2025

TOB179/25 Moved by **MAYOR WETZSTEIN** that the October 14, 2025 minutes are approved as presented.

CARRIED

Mayor
12/08/25

CAO
12/08/25

4.2 Adoption of minutes from the organizational meeting of October 27, 2025

TOB180/25 Moved by **DEPUTY MAYOR PHILLIPS** that the October 27, 2025 organizational minutes are approved as presented. **CARRIED**

4.3 Adoption of minutes from the special meeting of November 5, 2025

TOB181/25 Moved by **COUNCILLOR LEE** that the November 5, 2025 special minutes are approved as presented. **CARRIED**

4.4 Adoption of minutes from the special meeting of November 10, 2025

TOB182/25 Moved by **DEPUTY MAYOR PHILLIPS** that the November 10, 2025 special minutes are approved as presented. **CARRIED**

5. DELEGATIONS

5.1 FCSS Department – Tammie Hauck, Chair & Amanda Barron, Director – 7:30 p.m.

Chair Hauck and FCSS Director Barron entered the meeting at 7:30 p.m.

Hauck and Barron facilitated an annual social program presentation for Bassano. A Q&A session ensued. *ensued. Al*

Hauck and Barron departed at 7:52 p.m.

6. UNFINISHED BUSINESS

6.1 Municipal Council Onboarding



CAO Davis facilitated an interactive municipal council onboarding session reviewing all core bylaw, policies, procedures, and financial documents.

TOB183/25 Moved by **MAYOR WETZSTEIN** to recess the meeting at 6:07 p.m. **CARRIED**

TOB184/25 Moved by **MAYOR WETZSTEIN** to reconvene the meeting at 6:31 p.m. **CARRIED**

6.2 BUILD Bassano – Residential Vacant Land Development Incentive Policy Updates

TOB185/25 Moved by **DEPUTY MAYOR PHILLIPS** that council approves the following policies:

	
Mayor	CAO
12/08/25	12/08/25

- BUILD Bassano – Residential Development Incentive Policy P-TOB66/003-22 as amended
- BUILD Bassano – Residential Vacant Land Development Incentive Policy P-TOB66/004-23 as amended
- BUILD Bassano – Residential Lot Prices & Incentive Policy P-TOB66/008-26 as presented

CARRIED

6.3 BUILD Bassano – Commercial Development Incentive Policy P-TOB66/005-23

TOB186/25 Moved by **COUNCILLOR MILLER** that council approves the BUILD Bassano – Commercial Development Incentive Policy P-TOB66/005-23 as amended.

CARRIED

6.4 BUILD Bassano – 2024 Development Projects

A BUILD Bassano 2024 Development Project update was provided. Discussion ensued.

6.5 2025-2034 Core Infrastructure Renewal Program

A 2025-2034 Core Infrastructure Renewal Program update was provided. Discussion ensued.

6.6 Bassano Water Pump Station – 2026 Header and Piping System Replacement Project

TOB187/25 Moved by **MAYOR WETZSTEIN** that council directs administration to submit an application to the Alberta Municipal Water and Wastewater Program for the Bassano Water Pump Station – 2026 Header and Piping Replacement Project.

CARRIED

7. NEW BUSINESS

7.1 Bassano Memorial Library – 2026 Proposed Budget

TOB188/25 Moved by **COUNCILLOR LOEWEN** that the 2026 Bassano Memorial Library budget is approved as presented with a municipal contribution of \$15,660, unchanged from 2025.

CARRIED

7.2 Occupational Health & Safety Policies – Addition

This matter is deferred.



Mayor
12/08/25



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12/08/25

8. BOARD AND COMMITTEE REPORTS

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

TOB189/25 Moved by **MAYOR WETZSTEIN** to accept the Board and Committee written reports as presented and discussed as attached to and forming part of these minutes.

CARRIED

9. CAO REPORTS

9.1 Operations Report

A written CAO report was provided for the period ending October 31, 2025.

9.2 Financial Statement

A financial statement for the month ending September 30, 2025 was presented.

9.3 Cheque Listing

A cheque listing for the month ending September 30, 2025 was presented.

9.4 FCSS Report

An FCSS Director report for the month ending October 31, 2025 was presented.

9.5 Recreation & Community Services Liaison Report

None

9.6 CPO Report

A CPO report for the month ending October 31, 2025 was presented.

9.7 RCMP Report

The October 2025 RCMP Mayor's report was presented.

TOB190/25 Moved by **COUNCILLOR LEE** that the CAO report for the period ending October 31, 2025 is approved as presented and discussed as attached to and forming parts of these minutes.

CARRIED

10. CORRESPONDENCE

10.1-10.5 Items of correspondence were presented and discussed.



Mayor
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CAO
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TOB191/25 Moved by **DEPUTY MAYOR PHILLIPS** to approve the list of correspondence and to file it as information. **CARRIED**

11. CLOSED SESSION

TOB192/25 Moved by **MAYOR WETZSTEIN** to recess the meeting at 8:10 p.m. **CARRIED**

TOB193/25 Moved by **MAYOR WETZSTEIN** to reconvene the meeting at 8:13 p.m. **CARRIED**

TOB194/25 Moved by **COUNCILLOR MILLER** to enter a closed session at 8:13 p.m. to discuss personnel and land matters in accordance with the *Access to Information Act Section 20* with all persons excluded except Town Council and CAO Davis. **CARRIED**

TOB195/25 Moved by **MAYOR WETZSTEIN** to revert to a regular meeting at 9:20 p.m. **CARRIED**

TOB196/25 Moved by **MAYOR WETZSTEIN** directing CAO Davis to finalize contract terms for human resources actions as discussed. **CARRIED**


TOB197/25 Moved by **COUNCILLOR LOEWEN** directing administration to cease engagement of land opportunities on Plan 821 1674; Block 1 with 100% of the sale revenue from 801 - 5 Avenue being directed to the Bassano Water Pump Station - 2026 Header and Piping Replacement Project. **CARRIED**

12. ROUND TABLE


None

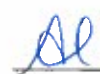
13. ADJOURNMENT

TOB198/25 Moved by **MAYOR WETZSTEIN** for adjournment of the regular council meeting of November 19, 2025 at 9:21 p.m. **CARRIED**


Mayor


Chief Administrative Officer


Mayor
12/08/25


CAO
12/08/25