

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE
VILLAGE OF BEISEKER HELD MONDAY, DECEMBER 9, 2002
AT 7:30 P.M. IN COUNCIL CHAMBERS
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PRESENT

MAYOR	Dave Fegan
DEPUTY MAYOR	Ray Courtman
COUNCILLOR	Len Priestman
COUNCILLOR	Bruce Rowe
COUNCILLOR	Herman Witt
MUNICIPAL ADMINISTRATOR	Ruth Copeland-Brunelle

ABSENT

PUBLIC WORKS FOREMAN	Dale Wells
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CALL TO ORDER

Mayor Fegan called the meeting to order at 7:30 p.m.

ADOPTION OF AGENDA

Councillor Rowe moved adoption of the Agenda as presented. CARRIED UNAN.

ADOPTION OF THE MINUTES

Deputy Mayor Courtman moved to adopt the minutes of the Regular Meeting of Council held on November 25, 2002. CARRIED UNAN.

FINANCIAL STATEMENT

Mayor Fegan moved to approve the Financial Statement for the month ending November 30, 2002.

PUBLIC WORKS ITEMS

MIMS Presentation	Public Works Foreman and the CAO attended a Municipal Infrastructure Management Systems ("MIMS") presentation by Sierra Systems on November 26, 2002.
Beacon Heights Park	Cleaned up lumber etc. in Beacon Heights Park.
Lount Crescent Alley & Beacon Heights Road	Graded Lount Crescent alley again and Beacon Heights Road. Councillor Rowe noted that the Lount Crescent alley was still in need of more work which probably would not be able to be done until the spring of 2003. Councillor Priestman noted that some sort of grate should be installed over the storm drain at the west corner of the Lount Crescent alley.
CPR Station	Public Works Staff have been putting up Christmas decorations at the Village Office.
Doug Scott	The Public Works Foreman advised Council that Doug Scott's three (3) month probation period was up as of December 9, 2002. The Public Works Foreman recommended to Council that Doug Scott's position be made permanent.
Res. 2002-109	Deputy Mayor Courtman moved that Doug Scott be made a full-time permanent employee of the Village of Beiseker. CARRIED UNAN.
1 st Avenue Ditch	Councillor Witt noted that the pile of dirt that was dumped in the ditch along 1 st Avenue from the 1 st Avenue road project still has not been cleaned up.

ACCOUNTS FOR APPROVAL

Councillor Witt moved to approve the accounts cheque #3680 to #3719 in the amount of \$41,522.55. CARRIED UNAN.

3380 - 3682 & 3684 - 3694 Payroll Cheques	6,511.38
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3683	Fremar Enterprises	270.00
3695	A & A Paving	19,219.36
3696	Action Radio Solutions Inc.	770.40
3697	Alberta Association of M.D's & Counties	474.98
3698	Alberta Permit Pro	519.14
3699	AUMA Member Services	2,075.02
3700	Dell's Bigway Foods	49.92
3701	Enmax Corporation	907.54
3702	Fremar Enterprises	277.57
3703	Hi-way Sales & Service	31.00
3704	Hill's Hot Shot Service Ltd.	1,204.17
3705	Tanya Klappe	37.80
3706	Kneehill Transport	120.20
3707	Minolta Business Equipment	243.43
3708	Alberta Health Care	396.00
3709	Telus Mobility	242.31
3710	Receiver General	4,561.45
3711	Walter Reding	91.00
3712	Regional Assessment Management	503.79
3713	Southern Alberta Institute of Technology	500.00
3714	Sprouse Fire & Safety Corp.	43.52
3715	Staples Business Depot	82.68
3716	Urban Systems	1,668.03
3717	Village of Irricana	38.27
3718	WFR Wholesale Fire & Rescue Ltd.	192.60
3719	Wheelco Holdings Ltd.	490.99

NEW BUSINESS

COUNCILLORS REPORTS

Priestman
Rockyview
Foundation

Councillor Priestman informed Council that the next meeting of the Rockyview Foundation would be held at the end of January 2003. Councillor Priestman asked Councillor Witt if he would attend this meeting in his absence.

Traffic Concerns
6th Street & Crescent
Drive

Councillor Priestman advised Council that he has some concerns about the fence running adjacent to the townhouse complex creating a blind spot on the curve from 6th Street to Crescent Drive. Another concern is the vehicles that have been parking on the north side of the townhouse complex along 6th Street. The Administrator was asked to discuss these concerns with Corporal Bodden of the Beiseker R.C.M.P. to find out what his recommendations would be to address these traffic concerns.

Rowe
Library Board

Councillor Rowe advised Council that the Library Board recently held their Christmas meeting. The Library Board has been asked to cater the EDC Wine & Cheese Appreciation in January 2003.

Encana Open House

Councillor Rowe advised Council that he attended the Encana open house in Irricana on December 3, 2002. All the wells to be drilled in this area will be sweet gas wells. It is proposed that there will be 4 wells drilled per section of land.

Economic
Development
Committee

Councillor Rowe advised Council that the Economic Development Committee would like to build a park around the Tourist Booth. Geraldine Henwood will be preparing landscaping plans for review. The Economic Development Committee has drafted a letter to the Senior's Club requesting funding for this project. Member Fred Walters is to make a presentation at the next senior's meeting.

Courtman
Wetland Project

Deputy Mayor Courtman advised Council that there was a very successful wetland project being developed in northeast Calgary with homes on both sides of the wetland area. This is the first urban project for Ducks Unlimited. Deputy Mayor Courtman advised Council that he would like to continue with a wetland plan between the west side of the CPR track right-of way and Beacon Heights subdivision.

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Museum Society

Deputy Mayor Courtman advised Council that the Christmas meeting for the Museum Society would be held on December 10, 2002.

Drumheller Solid
Waste Mgmt.

Deputy Mayor Courtman advised Council that the Drumheller Solid Waste Management would be held on December 19, 2002.

Fegan

Kneehill Regional
Water Committee

Mayor Fegan advised that the Kneehill Regional Water Committee met on December 5, 2002. The Committee is requesting payment from each municipality in the sum of \$2.00 per capita to cover outstanding consulting and engineering fees.

Res. #2002-110

Mayor Fegan moved to pay the sum of \$2.00 per capita to the Kneehill Regional Water Committee to cover outstanding consulting and engineering fees to date.

CARRIED UNAN.

Mayor Fegan also advised that the Wild Rose Economic Development Corporation is considering providing an interim loan for further consulting and engineering fees until such time as the ICAP funding is approved. The committee discussed the By-law for establishment of the commission and it was agreed that the CAO's from the member municipalities would meet to review the by-law. An environmental study will be conducted by Urban Systems Ltd. and John van Doesburg. Mayor Fegan provided Council with a proposed sequence of events for the construction of the regional pipeline. It is anticipated that construction of the regional pipeline would not commence until the spring of 2004. The committee has asked for a proposal from the consultant for consulting fees to the conclusion of the project. The next meetings of the committee have been scheduled for January 9 & 23, 2003 and February 6 & 20, 2003. Mayor Fegan asked if Deputy Mayor Courtman would attend the February 6 & 20, 2003 meetings in his absence.

Wild Rose
Economic
Development
Corporation

Mayor Fegan advised Council that the next meeting of the Wild Rose Economic Development Corporation would be held on December 12, 2002.

ADMINISTRATOR'S REPORT

2nd Council Meeting
December 2002
Res. #2002-111

Councillor Priestman moved that the December 23, 2002 regular meeting of Council be moved to Monday, December 30, 2002 @ 7:30 p.m. CARRIED UNAN.

MIMS Presentation

The Administrator advised Council that on November 26, 2002, the CAO and the Public Works Foreman attended a presentation on the "MIMS" program. MIMS is a software tool to assist municipalities in managing and sustaining infrastructure through solid decision-making. In this context, infrastructure refers to water, sanitary, storm and road systems. Participation in MIMS is voluntary. The software program is free to municipalities, however, there will be costs associated with the data collection which will hopefully be covered under the Municipal 2000 Grant funds remaining from the Crisallo pearl water project. One of the expected benefits of MIMS is that sound inventory, capacity and condition data forms a foundation for better planning and decision making. MIMS will help us:

- to understand what we own and its current state;
- minimize knowledge loss from resource turnover;
- gather more consistent; complete and accurate data; and
- save time and effort.

MIMS provides the framework to begin gathering data in an organized manner and will help us determine what needs to be collected to understand our municipal infrastructure.

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Once the data has all been collected and entered into the MIMS software, it will simply be a matter of keeping that data updated on a regular basis. At sometime in the future, MIMS may also be designed to keep data on municipal buildings as well. Overall, this was an excellent presentation. The Administrator provided Council with a copy of the June 2002 issue of MIMS News.

Requests for
Proposals – Auditors

The Administrator provided Council with a spreadsheet providing a summary of the results of the proposals that were received together with copies of the respective proposals.

For comparison purposes, the Administrator reviewed the fees that were paid to Meyer's Norris, Penny as follows:

- 1999 Audit - \$6,713.00 plus GST
- 2000- Audit - \$7,293.000 plus GST
- 2001 Audit - \$8,007.00 plus GST

The majority of the quotes came in lower than what was paid to Meyers, Norris, Penny for the 2001 audit. The Village of Linden obtained a quote from Meyer, Norris, Penny for the 2002 audit of approximately \$13,000.00.

After a thorough review of the proposals received, the Administrator recommended that Council appoint Gregory, Harriman & Associates as the auditors for the Village. Gregory, Harriman & Associates do audits for the following:

Village of Irricana – past 4 years
Village of Standard – past 25 years
Town of Strathmore – 10 years plus
Wild Rose Economic Development Corporation – approx. 9 years

The Administrator advised Council that she had spoken with each of these organizations, all of whom highly recommended the firm of Gregory, Harriman & Associates. The Village of Acme has also recently chosen this firm to take over their audits. Their auditing fees appear to be very competitive and reasonable. They provided a comprehensive proposal. They have extensive municipal government audit experience.

Res. #2002-112

Mayor Fegan moved to appoint Gregory Harriman & Associates Professional Accountants as the auditors for the Village of Beiseker for the fiscal years 2002, 2003 and 2004 commencing with the 2002 fiscal year. CARRIED UNAN.

Christmas Bonuses

The Administrator advised Council that in the past few years, Council has given permanent staff \$50.00 and part-time staff \$25.00 for Christmas bonuses (for a total of \$450.00). The Administrator enquired if Council would be agreeable to continuing with this tradition again this year.

Res. #2002-113

Deputy Mayor Courtman moved that permanent staff receive a Christmas bonus of \$50.00 each and part-time staff receive a Christmas bonus of \$25.00 each. CARRIED UNAN.

By-Law Officer
Search

The Administrator advised Council that in total, there were five (5) applications received in response to the advertisement for a By-Law Enforcement Officer. Those applications were short-listed to 3 applicants. The CAO's from Acme, Irricana and Beiseker will be conducting interviews on the afternoon of December 10, 2002.

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BY-LAW OFFICER'S REPORT

FILED

CORRESPONDENCE

- Alberta Environment A letter from Alberta Environment regarding Waste Disposal from Vacuum trucks. FILED
- Res. #2002-114 Councillor Priestman moved that Council approve a policy to prohibit the disposal of wastes from vacuum trucks into the Village of Beiseker sewer lagoon. CARRIED UNAN.
- Alberta Municipal Affairs A letter from Alberta Municipal Affairs regarding Annual audit of 2002 Assessment Rolls. FILED
- AUMA An important notice from Alberta Urban Municipalities Association regarding Municipal Energy Efficient Trust. FILED
- Infrastructure Canada - Alberta Program A letter from Infrastructure Canada – Alberta Program re: Kneehill Regional Waterline. FILED
- AUMA Member Services A letter from Alberta Urban Municipalities Association Member Services regarding General Insurance Update. FILED
- AAMD & C The Alberta Association of Municipal Districts & Counties newsletter "Contact!" dated November 27, 2002. FILED
- Alberta Children's Services A letter from Alberta Children's Services regarding review of FCSS Programs. FILED
- Councillor Priestman will review the FCSS Conditional Agreement Regulation Working Draft Recommendations with the Recreation/FCSS Board.
- Infrastructure Systems A letter from Infrastructure Systems Ltd. regarding Final Acceptance Certificate for Southpark Residential Subdivision. FILED
- Res. #2002-115 Councillor Rowe moved not to accept the Final Acceptance Certificate for the asphalt and gravel laneways in the Southpark Residential Subdivision until such time as deficiency item #1 has been repaired and paving and curb & gutter on the south end of 3rd Avenue has been completed. CARRIED UNAN.
- The Administrator was asked to obtain clarification of deficiency item #2 and to determine what the City of Calgary standards are for residential asphalt.
- AUMA A News Release regarding updates to Munilink Website. FILED
- Marigold Library Marigold Library Notes to Council dated November 2002. FILED
- RCMP R.C.M.P. Beiseker Detachment, November 2002 Monthly Report. FILED
- Alberta Minister of Community Develop. A letter from Alberta Minister of Community Development regarding 2005 Alberta Seniors Games. FILED

BY-LAWS

- By-Law #2002-09 A by-law of the Village of Beiseker to authorize the Municipal Council of the Village of Beiseker to incur an indebtedness on behalf of the said Village by the issuance of a loan for the purpose of curb & gutter and paving on 1st Avenue between 6th Street and 9th Street and to charge a local improvement levy.
- First Reading Deputy Mayor Courtman moved first reading of By-Law #2002-09. CARRIED UNAN.
- Second Reading Councillor Rowe moved second reading of By-Law #2002-09. CARRIED UNAN.

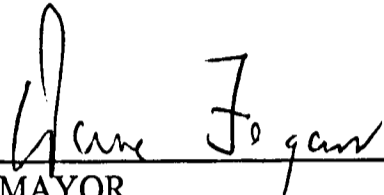
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Permission for Third Reading Councillor Priestman moved permission for third and final reading of By-Law #2002-09. CARRIED UNAN.

Third & Final Reading Mayor Fegan moved third and final reading of By-Law #2002-09. CARRIED UNAN.

ADJOURNMENT

Mayor Fegan moved that the meeting adjourn at 9:40 p.m. CARRIED UNAN.



MAYOR

MUNICIPAL ADMINISTRATOR

MONTHLY STATEMENT

Month Ending NOVEMBER 30 20 02.....

Municipality of VILLAGE OF BEISEKER

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	General Account		TOTAL			
Net Balance at End of Previous Month	448,731	13				
Receipts for the Month (Less Loans)	78,600	23				
Sub-Total	527,331	36				
LESS:-						
Disbursements for the Month	52,734	98				
Net Balance at End of Month	474,596	38				
Balance at End of Month — Bank	497,898	52				
O/S DEPOSITS	2,810	11				
* Cash on Hand at End of Month	150	00				
Sub-Total	500,858	63				
Less Outstanding Cheques	26,262	25				
Net Balance at End of Month	474,596	38				

0

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OUTSTANDING CHEQUES						OUTSTANDING ACCOUNTS PAYABLE	
No.	Amount	No.	Amount	No.	Amount	Amount	
	SEE LIST		ATTACHED				
TOTAL							
						Estimate of Accounts Payable, not rendered	
						TOTAL	

This Statement Submitted to Council this9th..... day ofDecember:..... 20 02.

Remarks:

A

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Aime Fagan
 Mayor

Ruth Copeland-Brunelle
 Sec.-Treas.

Cash on Hand Deposited 20

(SEE OVER FOR EXPENDITURE CONTROL)

**VILLAGE OF BEISEKER
OUTSTANDING DEBENTURES 2002
AS AT NOVEMBER 30, 2002**

DATE/ BYLAW NUMBERS MATURITY DATE	(ORIGINAL AMOUNT)/ BALANCE FORWARD FROM 2001	PROJECT AMOUNT PAID IN 2002 (PRINCIPAL & INTEREST)	NUMBER DATE RATE	(2002 PRINCIPAL PAYMENT)	DEBENTURE BALANCE
JUNE 1 78-27, 79-8 80-4, 80-5 80-19 6/1/2005	(\$272,000.00) 68,418.99	WMR & RESERVOIR \$19,687.61 LIFT STATION \$2,838.27	1146265 June 1/05 12.5%	\$12,511.83 \$ 1,803.77 TOTAL	\$54,103.39
JUNE 15 91-9 6/15/2002	(\$54,057.00) 7,761.30	SEWER LIFT STATION '92 \$8,469.57	1174028 June 15/02 9.125%	\$7,761.30 TOTAL	\$0.00
SEPT 1 89-18 9/1/2010	(\$66,844.00) 37,441.18	PAVING 2ND AVE, 4TH ST, 5TH ST 6,860.81	1171610 Sep 1/10 11.375% 1171610A	\$2,601.88 TOTAL	\$34,839.30
SEPT 15 78-13 9/15/2004	(\$270,000.00) 76,161.95	WATER MAIN REPLACEMENT \$30,895.92	1142827 Sep 15/04 10.5%	\$22,898.91 TOTAL	\$53,263.04
OCT 1 85-5, 85-6 85-8 10/1/2005	(\$250,460.04) 97,700.20	PAVING 1ST AVE 6TH ST \$31,912.59	1165042 Oct.01/05 11.625% 1165042A (NEW DEBENTURE NUMBER)	\$20,554.94 TOTAL	\$77,145.26
	(\$913,361.04) \$287,483.62 PRINCIPAL	TOTAL PAID TO DATE IN 2002 PRINCIPLE \$68,132.63 INTEREST \$32,532.14 TOTAL \$100,664.77		GRAND TOTAL	\$219,350.99 =====

Debenture Balance December 31, 2001 \$287,483.62

Recap: Loan Maturing June 15, 2002 ✓
Next Loan September 15, 2004
Two Loans June 1, 2005
 October 1, 2005
Last Loan September 1, 2010

OTHER OUTSTANDING LOANS

MOUNTAIN VIEW CREDIT UNION				
DESCRIPTION	OPENING BALANCE DECEMBER 31/01	BALANCE AS OF OCT. 31, 2002	TOTAL PRINCIPAL PAID THIS MONTH	NET OUTSTANDING BALANCE
LOAN #3 @6.60% SEWER LAGOON	\$52,295.06	\$48,905.07	(\$344.01)	\$48,561.06
LOAN #5 @ 6.60% 9 TH ST. STORM	\$51,381.26	\$48,048.96	(\$338.15)	\$47,710.81
LOAN #6 @6.95% 2000 ½ TON TRUCK	\$14,876.37	\$4,369.27	(\$1,083.90)	\$3,285.37
LOAN #7 @6.60% 1 ST AVE REBUILD	\$98,856.87	\$91,695.11	(\$610.12)	\$91,695.11
	\$217,409.56	\$198,375.39	(\$2,348.93)	\$191,252.35

Recap: Loan #3 Maturing June 1, 2011 (Next renewal date June 1, 2004)
Loan #5 Maturing June 1, 2011 (Next renewal date June 1, 2004)
Loan #6 Maturing February 1, 2003
Loan #7 Maturing December 1, 2011 (Next renewal date December 1, 2004)



VILLAGE OF BEISEKER

Accounts Payable Bank Reconciliation

Less Outstanding Cheques

<u>Payee</u>	<u>Cheque #</u>	<u>Date</u>	<u>Amount</u>	
ALBERTA LOCAL AUTHORITIES, RECIPRO	2692	2002-01-14	3,466.21	
MACLEAN, NORM	2693	2002-01-14	1.23	
TELUS COMMUNICATIONS INC.	2734	2002-01-28	13,297.03	
BOURNE, ALAN	3132	2002-06-10	1.23	
BEISEKER STATION MUSEUM	3414	2002-08-26	100.00	
TEGART, SHARON	3551	2002-10-15	987.11	
HALL, BILL & MURIEL	3571	2002-10-15	5.00	
MIDCOUNTRY AUTOMOTIVE REPAIR	3592	2002-10-28	168.95	
REGIONAL ASSESSMENT MANAGEMENT	3637	2002-11-11	503.79	
ACME LEGION	3653	2002-11-25	35.00	
ACTION RADIO SOLUTIONS INC.	3654	2002-11-25	770.40	
AGLINE	3655	2002-11-25	27.43	
ALBERTA REGISTRIES	3656	2002-11-25	7.00	
ASCOM CANADA TMS	3657	2002-11-25	535.00	
CANADIAN WASTE SERVICES INC.	3660	2002-11-25	221.85	
CLEARTECH INDUSTRIES INC.	3661	2002-11-25	699.91	
COPELAND, RUTH	3662	2002-11-25	101.89	
DONE DEAL DELIVERIES	3663	2002-11-25	80.25	
FREMAR ENTERPRISES	3664	2002-11-25	58.74	
JASMINE GLASS	3666	2002-11-25	47.65	
MCINTOSH LALANI ENGINEERING LTD.	3668	2002-11-25	2,564.79	
RECALL	3673	2002-11-25	115.51	
REDWOOD MEADOWS, EMERGENCY SERV	3674	2002-11-25	525.00	
TALL TAYLOR PUBLISHING LTD.	3675	2002-11-25	32.10	
BELL, MARY	3680	2002-11-29	178.97	
FLAVELLE, DEBBIE-LEE	3682	2002-11-29	230.29	
FREMAR ENTERPRISES	3683	2002-11-29	270.00	
HENDERSON, LADEAN	3685	2002-11-29	183.05	
SCOTT, DOUG	3688	2002-11-29	846.22	
KING, CORY	3692	2002-11-29	51.17	
SCOTT, DOUG	3693	2002-11-29	49.68	
WELLS, DALE	3694	2002-11-29	38.32	
MCGINN, ROBERT	5057	1999-09-10	61.48	
Total Outstanding Cheques			26,262.25	(26,262.25)

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