

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE
VILLAGE OF BEISEKER HELD MONDAY, JUNE 23, 2003
AT 7:30 P.M. IN COUNCIL CHAMBERS
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PRESENT

| | |
|---|--|
| MAYOR | Dave Fegan |
| DEPUTY MAYOR | Ray Courtman |
| COUNCILLOR | Brenda Hnybida |
| COUNCILLOR | Len Priestman |
| COUNCILLOR | Bruce Rowe |
| MUNICIPAL ADMINISTRATOR | Ruth Copeland-Brunelle |
| PUBLIC WORKS FOREMAN | Dale Wells |
| ROCKYVIEW FIVE VILLAGE WEEKLY DELEGATIONS | Enrique Massot Jim Mercier, Para Aerosvc. Ltd. and Robert C. Burgener, Solicitor for Para Aeroscv. Ltd. |

CALL TO ORDER

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

Mayor Fegan welcomed Brenda Hnybida as a new member of Council.

ADOPTION OF AGENDA

Councillor Rowe moved adoption of the Agenda with the following additions and amendments:

1. Change Agenda Item #5 Department Heads & Committee Appointments to Agenda Item #6 and change Item #6 Delegations to Item #5.
2. Add under Agenda Item # 7 Business Arising from the Minutes, Item #7(2) – e-mail from Jason Finner of Urban Systems re the 2003 Municipal Sponsorship Grant Application.
3. Add under Agenda Item #12 By-Laws, Item #12(1) - By-Law #2003-07 re Waterworks & Sewers By-Law and Policy #G-10 re Sewer Back-Ups on Private Property.
3. Add under Agenda Item #13 In Camera Items, Item #13(1) – correspondence from Messrs. Brownlee Fryett re RT Joint Venture and Resland Development.

CARRIED UNAN.

ADOPTION OF THE MINUTES

Deputy Mayor Courtman moved to adopt the minutes of the regular Meeting of Council held on June 9, 2003 with the following corrections:

1. Last paragraph on page 3 be amended to read as follows:

“Councillor Rowe also advised Council that Tanya Klappe arranged for Lafarge Construction to donate the delivery charge for the concrete for the tourist booth pad, but that the Village will be responsible to cover the actual cost of the concrete.”

2. First paragraph on page 4, change the word “North West” to “Yukon”.

CARRIED UNAN.

COUNCILLOR OATH OF OFFICE

Chief Administrative Officer Ruth Copeland-Brunelle administered the Oath of Office to Councillor Brenda Hnybida who was elected to Council in a by-election held on June 16, 2003.

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DELEGATIONS

In Camera
Jim Mercier, Para Aero
Scv. Inc. and Robert
Burgerner, Solicitor for
Para Aerosvc. Inc.

Councillor Rowe moved that Council go *in camera* @ 7:34 p.m. with the delegation of Jim Mercier of Para Aerosvc. Ltd. and Robert Burgerner, Solicitor for Para Aerosvc. Inc. to discuss the lease at the Beiseker Airport.

CARRIED UNAN.

Reconvene

Councillor Rowe moved that Council reconvene from *in camera* @ 8:27 p.m.

CARRIED UNAN.

Council took a short recess between 8:27 p.m. and 8:32 p.m.

In Camera

Councillor Rowe moved that Council go back *in camera* @ 8:32 p.m.

CARRIED UNAN.

Reconvene

Councillor Priestman moved that Council reconvene from *in camera* @ 8:45 p.m.

CARRIED UNAN.

Res. #2003- 58

Councillor Rowe moved to rescind Council Resolution #2000-171 of December 11, 2000.

CARRIED UNAN.

Res.#2003-59

Mayor Fegan moved that the Village of Beiseker execute the Indemnification Agreement dated June 23, 2003 between Para Aerosvc Ltd. and The Village of Beiseker.

CARRIED UNAN.

DEPARTMENT HEADS & COMMITTEE APPOINTMENTS

Res. #2003-60

Councillor Rowe moved to appoint Councillor Hnybida to the following Committee and Board Appointments:

| <u>Committee/Board</u> | <u>Member/Alternate</u> |
|--|-------------------------|
| Recreation/FCSS Board | Alternate |
| C.R.I.B. Ambulance Committee | Alternate |
| Museum Board | Alternate |
| Rocky View Foundation | Alternate |
| Municipal Planning Commission & Subdivision Approval Authority | Member |
| Beiseker Campground Liaison | Member |
| Beiseker Cemetery Committee | Member |
| Railway Museum Liaison | Member |

CARRIED UNAN.

BUSINESS ARISING FROM THE MINUTES

Proposed Unlicensed
Vehicles By-Law

Council reviewed the proposal of Deputy Mayor Courtman to implement a by-law dealing with unlicensed vehicles in residential areas. The Administrator suggested that our existing Unsightly Premises By-Law could be amended to include a section specifically dealing with unlicensed vehicles.

Res. #2003-61

Deputy Mayor Courtman moved that the Administrator prepare a by-law to amend the Unsightly Premises By-Law #99-13 to include a section pertaining to unlicensed vehicles in residential areas.

CARRIED UNAN.

2003 Municipal
Sponsorship Grant

Council reviewed a draft of the 2003 Municipal Sponsorship Grant Application for a water and sewer model as prepared by Jason Finner of Urban Systems.

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PUBLIC WORKS ITEMS

- Playground Equipment The Public Works Foreman advised Council that the playground equipment in Centennial Park that had been requested to be removed was removed from the playground and was then moved to the campground by the Campground Manager.
- Res. #2003-61 Councillor Hnybida moved that the Public Works staff remove from the campground the playground equipment that was removed from the Centennial Playground due to safety concerns with this equipment. **CARRIED UNAN.**
- CPR Station The Public Works Foreman advised Council that landscape edging was installed around the shale in front of the Village Office. The post at the bottom of the stairs on the south side of the Village Office was replaced.
- Alleys Public Works staff have been working on grading the alleys when the weather permits.
- Sewer Lines The Public Works Foreman advised Council that the sewer line mains are in the process of being flushed.
- Water Meters The Public Works Foreman advised Council that Public Works staff have been reading water meters.
- Cory King The Public Works Foreman advised Council that Cory King is requesting to have one week's holidays paid out. The Public Works Foreman also advised Council that Cory King was taking the days of June 23, 2003 to June 25, 2003 off work as time-in-lieu.
- Res. #2003-62 Mayor Fegan moved to pay out one week of Cory King's holidays. **CARRIED UNAN.**
- Ditches Councillor Priestman noted to the Public Works Foreman that the culverts where there is a corner should be cleaned of debris to ensure the proper flow of water through the culverts and ditches and suggested that this could be a task for the summer staff.
- Four Way Stop Sign Councillor Priestman suggested that Council consider the installation of a four-way stop sign at the intersection of 3rd Avenue and 6th Street due to the close proximity of the Playschool to this intersection. Council decided to reconsider this matter at the next regular meeting of Council.
- Reservoir #2 Councillor Rowe noted that the culvert at the corner of 4th Avenue and 9th Street should either be extended or it's location marked. The Public Works Foreman advised that the culvert could probably not be extended but could be marked with a post.

ACCOUNTS FOR APPROVAL

Mayor Fegan moved to approve the accounts cheque #4275 to #4324 in the amount of \$109,545.93. **CARRIED UNAN.**

4275, 4276 &
4278 to 4285 Payroll Cheques 5,502.23
4277 Fremar Enterprises 180.00
4286 Agline 242.41
4287 Alberta By-Law Enforcement Services 471.78
4288 Alberta Registries 8.44
4289 AUMA Member Services 2,371.01
4290 Beiseker Municipal Library 3,681.00
4291 Boundary Technical Group 2,219.18
4292 Roland Brunelle 350.00
4293 Canadian Waste Services Inc. 255.13
4294 Canwest Propane Inc. 1,027.60

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| 4295 | Cleartech Industries Inc. | 699.91 |
| 4296 | Ruth Copeland | 133.22 |
| 4297 | Ruth Copeland-Brunelle | 350.00 |
| 4298 | Dick's Grader Service | 1,180.00 |
| 4299 | Greentech | 2,811.23 |
| 4300 | Greyhound Courier express | 17.30 |
| 4301 | Joe Haacke | 150.00 |
| 4302 | Jim Howlett | 812.14 |
| 4303 | Cory King | 200.00 |
| 4304 | Ward Kisko | 200.00 |
| 4305 | Kortech Ltd. | 5,457.00 |
| 4306 | Local Government Administrators | 53.50 |
| 4307 | Ben Loewen | 150.00 |
| 4308 | Ross Love | 150.00 |
| 4309 | Minolta Business Equipment | 78.98 |
| 4310 | Enmax | 6,220.30 |
| 4311 | Telus Communications | 849.17 |
| 4312 | Atco Gas | 218.89 |
| 4313 | Tobi Picard | 150.00 |
| 4314 | Recall | 96.52 |
| 4315 | Redline service | 51.51 |
| 4316 | Vera Schmaltz | 200.00 |
| 4317 | Doug Scott | 150.00 |
| 4318 | Corwin Skuce | 175.00 |
| 4319 | Mary Straub | 29.63 |
| 4320 | Three D Trucking | 235.40 |
| 4321 | U.F.A. | 1,451.65 |
| 4322 | Urban Systems | 3,603.64 |
| 4323 | Robert Ursu | 150.00 |
| 4324 | Alberta Learning | 67,212.16 |

NEW BUSINESS

COUNCILLORS REPORTS

Priestman

Library Donation

Councillor Priestman advised Council that someone had donated to him a large amount of clothing for the elderly. Some of this clothing was disposed of during the recent Village Community Garage sale. The remainder of the clothing is being donated to the Rocky View Foundation. For the clothing that was disposed of at the garage sale, \$145.00 was collected in donations. Councillor Priestman advised Council that he was donating the \$145.00 to the Beiseker Library. On behalf of the Beiseker Library Board, Councillor Rowe thanked Councillor Priestman for this donation.

Rowe

New Beiseker Sign

Councillor Rowe advised Council that Harry Kaufmann will not be able to do the stone work for the new Beiseker sign until the fall of 2003. The Economic Development Committee has received a number of donations from local organizations towards the cost of the new sign.

Res. #2003-63

Councillor Rowe moved to transfer from the Economic Development & Tourism reserves, the funds required to cover the cost for the new Beiseker sign.

CARRIED UNAN.

Courtman

Senior's Tea

Deputy Mayor Courtman advised Council that he attended the Museum Society's annual Senior's Tea on June 18, 2003. There were 30 plus people in attendance. Deputy Mayor Courtman gave a presentation on the 100th anniversary of fixed wing powered aviation. Deputy Mayor Courtman noted that the lighting in the museum in the basement needs to be repaired. Councillor Rowe advised Council that he would make the necessary repairs to the lighting.

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Fegan
Kneehill Regional
Water Committee

Mayor Fegan advised Council that he attended a meeting of the Kneehill Regional Water Committee on June 12, 2003. The Board was presented with funding timeline summary for ICAP funding. It would be another 4 to 6 weeks before final approval under the ICAP Program is received. The Board affirmed the recommendation of the Technical Committee to hire Stantec Engineering to prepare the pre-design for the regional water system. Mayor Fegan thanked the Administrator for her work on the Technical Committee. The Board also received an update on the status of the commission and borrowing matters. Requests for Proposals have been sent out to a number of banking institutions to provide banking services for the commission. PFRA will be providing grant funding for rural residents wishing to tie into regional water systems. The next meeting of the Kneehill Regional Water Committee will be held on July 24, 2003.

Drumheller Golf
Tournament

Mayor Fegan advised Council that on June 13, 2003 he attended a gold tournament sponsored by the Mayor of Drumheller and had an opportunity to meet with a number of Councillors from other municipalities

Wild Rose Economic
Development

Mayor Fegan advised Council that he attended a meeting of the Wild Rose Economic Development Corporation on June 19, 2003. He noted that no business in Beiseker has taken advantage of the WREDC's Business Beautification Loan Program and asked that Council members discuss this program with the businesses in the community. A number of Board members recently attended the Pan Canadian and AFDC Conferences. WREDC will again be offering more economic development training programs. There were only six (6) applications received this year for the Millionaire's Program and Youth Entrepreneur Camp. It is thought that the economic outlook for this area will remain strong. The Board is still working on the self-evaluation initiative.

ADMINISTRATOR'S REPORT

CAO Holidays

The Administrator advised Council that she has yet to take any holiday time in 2003. The Administrator advised that she would like to take the following days off:

Wednesday, July 2, 2003 to Tuesday, July 8, 2003;
Monday August 11, 2003 to Friday, August 15, 2003; and
Monday, September 29, 2003 to Friday, October 3, 2003.

That will then leave 1 week of holidays to take before the end of December 2003.

CAO Evaluation

The Administrator advised Council that her third year anniversary date as CAO had now passed which was on May 10, 2003. Pursuant to Section 205.1 which states:

"A Council must provide the Chief Administrative Officer with an annual written performance evaluation of the results the Chief Administrative Officer has achieved with respect to fulfilling the Chief Administrative Officer's responsibilities under Section 207."

Section 207 states:

"The Chief Administrative Officer:

- (a) is the administrative head of the municipality;
- (b) ensures that the policies and programs of the municipality are implemented;
- (c) advises and informs the Council on the operation and affairs of the municipality;

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- (d) performs the duties and functions and exercises the powers assigned to a Chief Administrative Officer by this and other enactments or assigned by Council."

The Administrator provided Council with a CAO Evaluation Form for their reference. This form is substantially the same format as was used for last year's evaluation review. The Administrator suggested that as it would take some time for everyone to complete the evaluation, that perhaps the evaluation review could be set for a future Council meeting. Council decided to complete the CAO evaluation immediately after the Public Hearing on July 14, 2003 and immediately preceding the regular meeting of Council.

Tour du Canada

The Administrator reminded Council that the Tour du Canada cyclists would be stopping in Beiseker again this year and camping overnight in Friendship Park by the concession building. This year they are anticipating 28 riders. As in years past, we have served our visitors hamburgers and refreshments at supertime. The Administrator advised Council that she was quite prepared to barbeque the hamburgers and do whatever else needs to be done on that day. Mayor Fegan and Councillor Priestman indicated that they would also be able to assist in serving supper to our guests.

Local Government
Certificate Program
Graduation

The Administrator advised Council that on June 19, 2003 she attended the graduation ceremonies at the University of Alberta to receive her Certificate in Local Government Administration. The Administrator expressed her sincere thanks and gratitude to Council and the Village of Beiseker for their support over the past few years while she was enrolled in these studies and for giving her the opportunity to further her education in the field of municipal government. Mayor Fegan on behalf of Council, congratulated the Administrator on her successful completion of the Local Government Certificate Program.

2003 Tax Notices

The Administrator advised Council that the 2003 Tax Notices are in the process of being prepared and will be mailed on June 30, 2003. The last date for payment for the 2003 taxes will be Friday, August 29, 2003. The Administrator provided Council for their review and consideration with a draft copy of the budget summary to be included with this year's tax notice.

CORRESPONDENCE

AAMD & C

The Alberta Association of Municipal Districts & Counties Newsletter Contact! dated June 4, 2003. FILED

Alberta Transportation

A letter from Alberta Transportation regarding Resource Road Program. FILED

M.D. of Rockyview

A letter from the M.D. of Rockyview regarding Redesignation & Subdivision application by Cargill Grain Company Limited. FILED

AUMA

A letter from the Alberta Urban Municipalities Association regarding May 2003 Board of Directors Meeting. FILED

Wild Rose Economic
Development Corp.

The Spring 2003 Informer from the Wild Rose Economic Development Corporation. FILED

Beiseker Playschool

A letter from the Beiseker Playschool regarding new playground equipment for Centennial Park. FILED

Mayor Fegan advised Council that he would be attending the grand opening ceremonies at the Beiseker Playschool on July 25, 2003.

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- E.R. Patterson A letter from E.R. Patterson re running for President of the Alberta Urban Municipalities Association. FILED
- Village of Linden A letter from the Village of Linden re Joint meeting with Bell west, Scott Telecom and Axia Supernet Municipal Access Agreements. FILED
- Councillor Rowe and the Administrator advised Council that they would attend the joint Meeting in Linden regarding the Alberta Supernet.
- Bell West Inc. A letter from Bell West Inc. regarding \$4,000.00 one-time hook up charge. FILED
- Res. #2003-64 Mayor Fegan moved that the Village of Beiseker enter into an execute the Municipal Access Agreement between Bell West Inc. and the Village of Beiseker. CARRIED UNAN.
- AAMD & C The Alberta Association of Municipal Districts & Counties Newsletter Contact! dated June 11, 2003. FILED
- R.C.M.P. A Monthly Report from The Royal Canadian Mounted Police Beiseker Detachment for May 2003. FILED
- BY-LAWS**
- Waterworks & Sewers By-Law #2003-07 being a By-Law of the Village of Beiseker to regulate the use of By-Law #2003-07 waterworks, sewers and plumbing in the Village of Beiseker.
- First Reading Councillor Rowe moved for first reading of By-Law #2003-07. CARRIED UNAN.
- Second Reading Deputy Mayor Courtman moved for second reading of By-Law #2003-07 CARRIED UNAN.
- Permission for Third & Final Reading Councillor Hnybida moved for permission for third and final reading of By-Law #2003-07. CARRIED UNAN.
- Third & Final Reading Councillor Priestman moved for third and final reading of By-Law #2003-07. CARRIED UNAN.
- Res. #2003-65 Mayor Fegan moved to adopt Council Policy #G-10 regarding Sewer Back-Ups on Private Property. CARRIED UNAN.
- IN CAMERA ITEMS**
- Deputy Mayor Courtman moved that Council go *in camera* @ 10:51 p.m. to discuss correspondence dated June 23, 2003 from Messrs. Brownlee Fryett re RT Joint Venture and Resland Development. CARRIED UNAN.
- Reconvene Councillor Rowe moved that Council reconvene from *in camera* @ 11:11 p.m.
- Res. #2003-66 Mayor Fegan moved to instruct Brownlee Fryett to send a Notice of Default under the Skyland Industrial Park Development Agreement to RT Joint Venture and Resland Development. CARRIED UNAN.

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Res. #2003-67

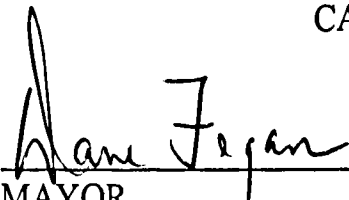
Councillor Rowe moved that the Administrator contact Jason Finner of Urban Systems to determine the cost and procedures to have the remaining utilities of power, natural gas and telephone constructed into the Skyland Industrial Park.

Councillor Rowe advised Council that he would contact Mike Pierzchala of Hi-Way Service in regard to their lot in Skyland Industrial Park.

ADJOURNMENT

Deputy Mayor Courtman moved that the meeting adjourn at 11:14 p.m.

CARRIED UNAN.


MAYOR


MUNICIPAL ADMINISTRATOR

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OFFICIAL OATH

I, BRENDA HNYBIDA, do swear that I will diligently, faithfully and to the best of my ability, execute according to law, the office of COUNCILLOR for the VILLAGE OF BEISEKER
 (Name of Municipality)

So help me God.

SWORN before me at the VILLAGE of BEISEKER in the Province of Alberta, this 23RD day of JUNE A.D. ~~19~~ 2003

Brenda Hnybida
 BRENDA HNYBIDA

Ruth E Copeland

RUTH E. COPELAND
 A Commissioner for Oaths
 in and for the Province of Alberta
 by Commission Expires June 10, 2005