

MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE
VILLAGE OF BEISEKER HELD, MONDAY, OCTOBER 27, 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
PUBLIC WORKS UTILITY OPERATOR	Cory King

CALL TO ORDER

The Municipal Administrator called the meeting to order at 7:30 p.m.

ELECTION OF MAYOR

Deputy Mayor Courtman nominated Dave Fegan for the position of Mayor of the Village of Beiseker.

2003-96

There being no further nominations, Dave Fegan was proclaimed Mayor by acclamation.

Mayor Fegan then took over as chair for the remainder of the meeting.

ELECTION OF DEPUTY MAYOR

Mayor Fegan nominated Ray Courtman for the position of Deputy Mayor of the Village of Beiseker.

2003-97

There being no further nominations, Ray Courtman was proclaimed Deputy Mayor by acclamation.

REGULAR MEETINGS OF COUNCIL

2003-98

Councillor Priestman moved that the Regular Meetings of Council be held on the second and fourth Mondays of each month beginning at 7:30 P.M. CARRIED UNAN.

2003-99

SIGNING AUTHORITY

Councillor Rowe moved that signing authority be granted to any two of the Mayor, Deputy Mayor or Municipal Administrator. CARRIED UNAN.

2003-100

BANKING INSTITUTIONS

Deputy Mayor Courtman moved that the Mountain View Credit Union remain as the Village of Beiseker's banking institution. CARRIED UNAN.

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2003-101

DEPARTMENT HEADS AND COMMITTEE APPOINTMENTS

Councillor Rowe moved to appoint Department heads and committee members as listed below: CARRIED UNAN

<u>Committee</u>	<u>Member</u>	<u>Alternate</u>
(a) Water/Sewer	Council as a Whole	
(b) Public Works	Council as a Whole	
(c) Finance Committee	Council as a Whole	
(d) Recreation & FCSS Board	Priestman	Hnybida
(e) Economic Development & Tourism Committee	Rowe	Priestman
(f) Canadian Badlands Association	Courtman	Rowe
(g) C.R.I.B. (Crossfield, Rockyview, Irricana & Beiseker) Ambulance Committee	Priestman	Hnybida
(h) Disaster Services	Fegan	Courtman
(i) Fire Department	Courtman	Priestman
(j) Library Board	Rowe	Fegan
(k) Museum Board	Courtman	Hnybida
(l) Wild Rose Economic Development Corporation	Fegan	Rowe
(m) Drumheller Solid Waste Management Association	Courtman	Priestman
(n) Beiseker Community Advisory Education Council	Hnybida	Courtman
(o) Rockyview Foundation	Priestman	Hnybida
(p) Municipal Planning Commission/ Subdivision Approval Committee	Courtman, Rowe & Hnybida	n/a
(q) Subdivision & Development Appeal Board (Councillors sitting on M.P.C. cannot sit on the Subdivision & Development Appeal Board)	Fegan & Priestman	n/a
(r) Kneehill Regional Water Commission	Fegan	Courtman

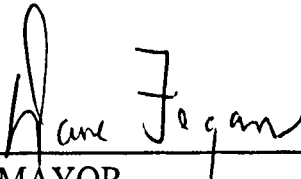
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- | | | | |
|-----|---|--------------------|-----------|
| (s) | Airport Steering Committee | Courtman | Fegan |
| (t) | Intermunicipal Committee | Council as a Whole | |
| (u) | Beiseker Cemetery Committee | Hnybida | Fegan |
| (v) | Beiseker Campground Liaison | Hnybida | Priestman |
| (w) | Unightly Premises Committee | Priestman | Rowe |
| (x) | Alberta 2005 Centennial Railway
Museum Society | Hnybida | Courtman |

ADJOURNMENT

Deputy Mayor Courtman moved the meeting adjourn to the Regular meeting of Council
at 7:46 p.m. CARRIED UNAN.


MAYOR


MUNICIPAL ADMINISTRATOR

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PRESENT

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MUNICIPAL ADMINISTRATOR	Ruth Copeland-Brunelle
PUBLIC WORKS FOREMAN	Dale Wells
PUBLIC WORKS UTILITY OPERATOR	Cory King
DELEGATIONS	Jim Mercier & Robert Burgener Iris Sikina

CALL TO ORDER

Mayor Fegan called the meeting to order at 7:47 p.m.

ADOPTION OF AGENDA

Councillor Hnybida moved adoption of the Agenda with the following additions under Item #9 Correspondence:

1. Correspondence Item #9-12 – Letter from the Royal Canadian Legion, Acme Branch re the Remembrance Day Service.
2. Letter from Enmax Energy Corporation re expiration of current contract.
CARRIED UNAN.

ADOPTION OF THE MINUTES

Mayor Fegan moved to adopt the minutes of the regular Meeting of Council held on October 14, 2003.
CARRIED UNAN.

DELEGATIONS

In Camera

Mayor Fegan moved that Council go *in camera* @ 8.08 p.m. with the following delegations:

1. Jim Mercier & Robert Burgener to discuss the Calgary Skydive/Para Aero lease at the Beiseker Airport; and
2. Iris Sikina to discuss the RT Joint Venture residential lands.
CARRIED UNAN.

Reconvene

Councillor Rowe moved that Council reconvene from *in camera* @ 8:37 p.m.
CARRIED UNAN.

Res. #2003-102

Councillor Rowe moved that the Administrator prepare and provide a letter to Iris Sikina confirming that the Village of Beiseker will discharge it's Caveat in regard to the Development Agreement against the title to Plan 9510864, Block 16 on the sale of those lands by RT Joint Venture Ltd. and that the 2.1 acre closed road allowance will be transferred from the Village of Beiseker to the new registered owner of Plan 9510864, Block 16.
CARRIED UNAN.

PUBLIC WORKS ITEMS

Storm Line Catch Basins

The Public Works Foreman informed Council that all of the storm line catch basins had been cleaned.

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- Campground The Public Works Foreman informed Council that the campground had been winterized and the signs that were on the camp kitchen had been moved to the east fence. The Public Works Foreman was asked to pick-up the garden hose that was left in the ditch.
- Canadian Public Works Association The Public Works Foreman informed Council that he attended the Canadian Public Works Association Conference in Red Deer from October 20, 2003 to October 22, 2003
- Snow Fence The Public Works Foreman advised Council that the snow fence adjacent to Beacon Heights Road was put up.
- Cemetery The Public Works Foreman informed Council that concrete, topsoil etc. had been cleaned up from the cemetery site.
- Alberta Environment The Public Works Foreman informed Council that he met with Alberta Environment with respect to the new environment policy in regard to our water license.
- Water Meter Readings The Public Works Foreman informed Council that water meter readings were done.
- New Beiseker Sign The Public Works Foreman informed Council that Harry Kaufman requested that the Public Works staff dig holes and a trench for the supports for the new Beiseker sign at the Highway #9 intersection. Locates will be needed as there are Telus fibre optic lines in that area.
- Catch Basin Corner of 6th Street & 4th Ave. Councillor Priestman requested to have the Public Works Staff clean out the catch basin in front of the apartment buildings at the corner of 6th Street and 4th Avenue.

ACCOUNTS FOR APPROVAL

Councillor Rowe moved to approve the accounts cheque #4693 to #4725 in the amount of \$20,624.20, excluding account cheque #4705. CARRIED UNAN.

4693 – 4701 &	Payroll Cheques	5,685.76
4702	Fremar Enterprises	126.00
4703	Agline	102.22
4704	Alberta Permit Pro	200.86
4705	Beiseker Automotive	54.10
4706	Big Springs Plumbing and Heating	422.65
4707	Canadian Waste Services Inc.	273.72
4708	Carley, Robert	123.05
4709	Copeland, Ruth	81.20
4710	Enmax Corporation	551.65
4711	Kost Fire & Safety	90.41
4712	Mountain View Credit Union	4966.75
4713	Mountain View Credit Union Ltd.	1058.51
4714	Mountain View Credit Union Ltd.	231.73
4715	Recall	80.46
4716	Safety Codes Council	84.00
4717	South Rock Limited	273.92
4718	Tall Taylor Publishing Ltd.	31.57
4719	Three D Trucking	353.10
4720	TMS for Postage	300.00
4721	Town of Crossfield	175.00
4722	U.F.A.	1861.92
4723	Urban Systems	3142.61
4724	Wells, Dale	93.25
4725	Wilkins, Fred & Norma	24.96

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Deputy Mayor Courtman moved to approve account cheque #4705 in the amount of \$54.10. CARRIED

Councillor Hnybida abstained from voting or commenting on the above item.

NEW BUSINESS
COUNCILLORS REPORTS

Hnybida
Campground

Councillor Hnybida advised Council that the Campground Manager is done for the season. He will be back on April 26, 2004 with the campground to re-open on April 30, 2004. The Campground Manager already has 18 bookings for the May 1, 2004 weekend. The campground manager is also looking at a different type of picnic table composed of a metal frame and fibreglass top.

Cemetery

Councillor Hnybida advised Council that work at the cemetery is progressing along. With the assistance of Mr. Ed Graff, the grave sites for his grandparents at the Beiseker Cemetery have now been located and plotted.

Railway Museum

Councillor Hnybida informed Council that on October 26, 2003, she attended a meeting of the Alberta 2005 Centennial Railway Museum. The Museum Society is looking to acquire a large amount of materials for the display cars. One car will be a gift shop and another car to be a grain box car illustrating the history of the grain industry. The Museum Society is waiting for Trans Canada Trail to complete a survey of the property. The Museum Society has now acquired 13 cars, a locomotive and a caboose. The Museum Society wants to move these cars to Beiseker as soon as possible as they will no longer be able to store this equipment in Calgary. The Museum Society is looking into building the rail line between Irricana and Beiseker to accommodate the transport of these cars on the CN line.

Courtman
Drumheller & District
Solid Waste Mgmt.

Deputy Mayor Courtman informed Council that he recently attended a meeting of the Drumheller & District Solid Waste Management Association. Deputy Mayor Courtman advised Council that it costs the 15 members in the association \$12,000.00 to \$13,000.00 per month for trucking of solid waste to the landfill. In addition, it costs of the membership another \$17,000.00 to \$18,000.00 per month to compact the garbage at the landfill site.

Deputy Mayor Courtman informed Council that the landfill's license with Alberta Environment expires on December 1, 2003 and that the association is still in negotiations with Alberta Environment for the license renewal. As part of the renewal process, Alberta Environment is requiring that the garbage be covered on a daily basis. Currently this is done on a weekly basis. The daily coverage requirement will create a significant cost impact. Alberta Environment also requested a new operations plan. A local engineer has prepared a new plan which has been submitted for Alberta Environment's approval.

Deputy Mayor Courtman also informed Council that the Drumheller & District Shooter's Association is looking to relocate their operation onto an area of the Drumheller landfill site. The next regular meeting is scheduled for December 18, 2003. The meeting will include preliminary budget deliberations and cost increases are highly probable.

Recycling Society

Deputy Mayor Courtman advised Council that he recently attended a meeting of the Beiseker Recycling Society. The Recycling Society recycled over 100 tons of recyclables over the past 12 months. The price of recyclables has not increased as anticipated and in some cases has actually decreased creating a cash shortfall for the Recycling Society. The Recycling Society will not be able to continue with the Friday blue box collection program after October 31, 2003 without assistance from the Village of Beiseker as the society has no funds to pay Debbie Flavelle's wages. Each week over 100 boxes of recyclables are collected. The society will still be able to continue with the Saturday recycling program. Deputy Mayor Courtman suggested that as part of the

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2004 budget deliberations, Council may have to look at charging a \$2.00 per month per utility customer recycling fee as a way of keeping the Friday blue box collection program operating.

Res. #2003-103

Deputy Mayor Courtman moved that the Village of Beiseker provide financial support to the Beiseker Recycling Society in the sum of \$1,000.00 to cover Debbie Flavelle's wages to December 31, 2003. CARRIED UNAN.

Fire Department

Deputy Mayor Courtman advised Council that he attended an Open House at the Fire Hall on October 7, 2003. Fire Department members put on a Jaws of Life demonstration for the Lion's Club. The Lion's Club donated \$9,000.00 towards the purchase of the Jaws of Life equipment which includes a spreader, cutter and power supply unit. The Rockyview Charitable Foundation also donated the sum of \$4,000.00 which allowed the Fire Department to purchase a ram for the Jaws of Life unit. Deputy Mayor Courtman advised Council that he was very impressed with the demonstration put on by the Fire Department members.

Airport

Deputy Mayor Courtman advised Council that temporary taxiway #3 has now been completed. A new leaseholder will be building a hangar on one of the lots adjacent to taxiway #3.

Rowe
Economic
Development

Councillor Rowe advised Council that the Economic Development Committee organized a work bee on October 25, 2003 to work on the tourist booth. Painting of the tourist booth is now complete. Councillor Rowe asked Administration to send a formal thank you letter to Dave & Lisa Dell for providing foods & refreshments to the work bee volunteers.

Library Board

Councillor Rowe advised Council that the Library Board continues to struggle with an urgent need for new board members.

AUMA

Councillor Rowe advised Council that he recently attended the first meeting of the new Board of Directors for AUMA following the recent AUMA Convention. Councillor Rowe advised that he is no longer on the Membership Services Committee or the Small Communities Committee. He has however been appointed to the Standing Utilities Committee and the Safety Codes Council.

Priestman
Recycling Society

Councillor Priestman advised Deputy Mayor Courtman that he was willing to donate his former work van to the Recycling Society "as is".

Recreation/FCSS
Board

Councillor Priestman advised Council that the Recreation/FCSS Board was in the process of reviewing a request from the Community Services Co-Ordinator for a wage increase. Councillor Priestman advised Council that the Recreation/FCSS Board would be meeting again on October 30, 2003.

Rockyview
Foundation

Councillor Priestman advised Council that he recently attended a meeting of the Rockyview Foundation Board of Directors. The Board reviewed the Lodge Accommodation Need Rating Form and has completed the CAO evaluation. Gord Hunt, Sr. is resigning as caretaker of the Crossroads Manor in Beiseker.

Fegan
Wild Rose Economic
Development Corp.

Mayor Fegan advised Council that he has been attending ongoing loan sub-committee meetings of the Wild Rose Economic Development Corporation.

Kneehill Regional
Water Commission

Mayor Fegan advised that he recently attended a meeting of the Kneehill Regional Water Commission. The Commission has selected the law firm of Ross, Todd & Company of Drumheller to act as its' solicitors. The Commission has now organized a \$3 million line of credit. The Commission hopes to receive \$3 million installments from the ICAP funding as the project progresses along together with a \$10 million loan

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through the Alberta Capital Finance Authority. ICAP signs are being installed along the pipeline route. The Commission is still working on the final draft agreement with the Town of Drumheller. The Commission is also looking into Worker's Compensation Board coverage for the consultant. The engineers reported that the final preliminary design report should be delivered during the week of October 27, 2003. The land agent has acquired approximately 80% permission from landowners with respect to the right-of-way. Field investigations for the Conservation and Reclamation Plan have commenced. The next meeting of the Kneehill Regional Water Commission is scheduled for November 27, 2003.

ADMINISTRATOR'S REPORT

Municipal Excellence
Network

The Administrator advised Council that Alberta Municipal Affairs is bringing together a group of 15 municipal practitioners from across the province to continue with the development of the Municipal Excellence Network (MEnet) and someone had apparently identified herself as being an excellent resource to attend the next two sessions to develop a municipal service delivery module for Safety Services.

For those Councillors that were not familiar with the Municipal Excellence Program, the Administrator advised that it is an initiative that is being developed through the collaborative efforts of Alberta municipalities and Alberta Municipal Affairs by working together to provide an online resource tool which features a searchable collection of municipal practices from around the province. A key part of the Municipal Excellence Program is the sharing of experiences and knowledge so that municipalities are not "re-inventing the wheel" each time that they want to implement a new practice or change something in their municipality. By learning from what others have tried, municipalities are able to do things more efficiently and effectively. There are currently over 180 municipal practices available on the Municipal Excellence Network website and over 35 new practices in the submission or review phase in the areas of Council, Administration, Finance and Human Resources.

The sessions are being held in Edmonton on October 31, 2003 and November 28, 2003. The province will cover all expenses for travel and accommodation. The sessions have been designed so that individuals may better understand the Municipal Excellence Network, to learn how to share leading practices and how those leading practices can be used within municipalities to improve organizational performance. This will also be a great opportunity to network with peers and to discuss current issues we are facing as well as providing input into developing a meaningful tool to help us effectively deal with our operations.

The Administrator advised Council that she had indicated to the Municipal Excellence Advisor that she would be very interested in being a stakeholder in these sessions provided that Council had no objections to her participation.

Res. #2003-104

Councillor Rowe moved that the Administrator attend the October 31, 2003 and November 28, 2003 sessions of the Municipal Excellence Network in Edmonton.

CARRIED UNAN

Christmas Party

The Administrator advised Council that the office staff had come up with a couple of suggestions for this year's Christmas Party. One suggestion was that we go to the Rosebud Theatre. The cost would be about the same as going to Jubilations. The other suggestion was to go out for a night of bowling and then dinner. Council decided on attending either the Rosebud Theatre or Jubilations for this year's Christmas Party.

AUMA Risk Control

The Administrator advised Council that on September 24, 2003, she attended Modules 1 & 2 of the AUMA Member Services Risk Control Workshop designed specifically for small communities. Module 1 covered the area of Essentials of Municipal Risk Control and Module 2 dealt with Public Works Liability Risk Control. The entire program consists of 6 modules in total. The program firstly requires the appointment of a Risk

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Control Committee. Ideally the committee would consist of the CAO, the Public Works Foreman and one Councillor. Councillor Rowe has agreed to be a part of the Risk Control Committee. The second component will be for Council to adopt a Risk Control Policy Statement and it will be the job of the committee to develop the necessary policies dealing with risk control. In speaking with the Administrators from the local four villages, it was thought that we would meet together to collectively help each other develop a risk control program.

Res. #2003-105

Councillor Priestman moved to appoint the Administrator, the Public Works Foreman and Councillor Rowe as the Risk Control Committee for the Village of Beiseker and that the Administrator be appointed as the Risk Control Co-Ordinator.

CARRIED UNAN.

CORRESPONDENCE

NAV CANADA

Letter from NAV CANADA regarding the license agreement for the temporary antenna installation. FILED

Wild Rose Economic
Development
Corporation

A letter from the Wild Rose Economic Development Corporation regarding the Community Business Beautification Program. FILED

AAMD&C

Alberta Association of Municipal Districts & Counties Newsletter "Contact"! dated October 3, 2003. FILED

Alberta Municipal
Affairs

A letter from Alberta Municipal Affairs regarding the Municipal Internship Program. FILED

AUMA

A letter from Alberta Urban Municipalities Association regarding the renewal of the aggregation programs for the provision of electricity and natural gas. FILED

AAMD&C

Alberta Association of Municipal Districts & Counties Newsletter "Contact"! dated October 10, 2003. FILED

County of Newell

A letter from the County of Newell regarding the "Eat Canada" Campaign. FILED

AUMA

A letter from the AUMA regarding the Village of Beiseker Property Asset Schedule.

This correspondence item was tabled to the November 10, 2003 meeting to provide Council with more time to review the Property Schedule of Values. The Administrator was asked to inquire what reduction in insurance premiums might be realized if the deductibles were increased. FILED

UMA Engineering

A letter from UMA Engineering regarding the proposed upgrading of Highway 9, North of Highway 566 to Beiseker. FILED

R.C.M.P.

R.C.M.P. Beiseker Detachment Monthly report for September, 2003 FILED

AAMD&C

Alberta Association of Municipal Districts & Counties Newsletter "Contact"! dated October 17, 2003. FILED

Royal Canadian
Legion

An invitation to Council from the Royal Canadian Legion to attend their annual Remembrance Day Services.

Mayor Fegan advised that he would attend the Remembrance Day Service in Acme on November 11, 2003. FILED

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Enmax

A letter from Enmax regarding the AUMA's renewal of energy aggregation services with Enmax Energy. FILED

In Camera

IN CAMERA ITEMS

Councillor Rowe moved that Council go *in camera* @ 10:30 p.m. to discuss the following items:

1. William & Ada Turner (re correspondence from Brownlee Fryett); and
2. Beiseker Airport Issues.

CARRIED UNAN.

Reconvene

Councillor Rowe moved that Council reconvene from *in camera* @ 11:05 p.m.

CARRIED UNAN.

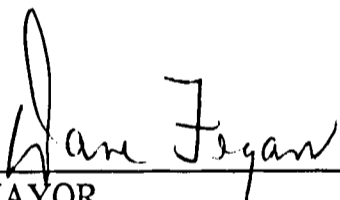
Res. #2003-106

Mayor Fegan moved that the Village of Beiseker enter into and execute lease agreements with Para Aero Svc. Ltd. effective October 27, 2003 for the drop zone lots and the hangar lot and that these new leases replace and supercede any and all previous leases.

CARRIED UNAN.

ADJOURNMENT

Councillor Rowe moved that the meeting adjourn at 11:08 p.m. CARRIED UNAN.



MAYOR



MUNICIPAL ADMINISTRATOR