

MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE  
VILLAGE OF BEISEKER HELD, MONDAY, OCTOBER 23, 2006  
AT 7:00 P.M. IN COUNCIL CHAMBERS

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MAYOR	Bruce Rowe
DEPUTY MAYOR	Ray Courtman
COUNCILOR	Al Henuset
COUNCILOR	Brenda Hnybida
COUNCILOR	Fred Walters
MUNICIPAL ADMINISTRATOR	Linda Anderson

**CALL TO ORDER** The Municipal Administrator called the meeting to order at 7:00 p.m.

**ELECTION OF MAYOR** The CAO called for nominations for the position of Mayor.  
Councilor Walters nominated Bruce Rowe.  
The CAO called three times for the nominations for Mayor.  
The CAO declared nominations cease.

Res. # 2006 - 259 There being no further nominations, Bruce Rowe was proclaimed Mayor by acclamation.

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

**ELECTION OF DEPUTY MAYOR** The Mayor called for nominations for the position of Deputy Mayor.  
Councilor Hnybida nominated Ray Courtman.  
The Mayor called three times for the nominations for Deputy Mayor.  
The Mayor declared nominations cease.

Res. # 2006 - 260 There being no further nominations, Ray Courtman was proclaimed Deputy Mayor by acclamation.

**REGULAR MEETINGS OF COUNCIL**

Res. #2006 - 261

Moved by Councilor Hnybida that the Regular Meetings of Council be held on the second and fourth Mondays of each month beginning at 7:00 p.m.

In Favor: Mayor Rowe, Councilors Henuset, Hnybida and Walters.  
Opposed: Deputy Mayor Courtman.

CARRIED

**SIGNING AUTHORITY**

Res. # 2006 - 262

Moved by Mayor Rowe that signing authority is granted to any two of the Municipal Administrator, Mayor or Deputy Mayor.

CARRIED

**BANKING INSTITUTIONS**

Res. # 2006 - 263

Moved by Councilor Walters that Mountain View Credit Union remains as the Village of Beiseker's banking institution.

CARRIED

Councilor Henuset abstained from voting or commenting on the above item.

**ASSESSORS**

Res. # 2006 - 264

Moved by Councilor Walters that Ed Muchowski from Regional Assessment Management remain as the Village of Beiseker's Assessor.

CARRIED

**SOLICITORS**

Res. # 2006 - 265

Moved by Councilor Henuset that Brownlee Fryette remain as the Village of Beiseker's Solicitors.

CARRIED

**FIRE CHIEF**

Res. #2006 - 266

Moved by Councilor Walters to table this item under the Organizational Meeting and moved to an In Camera item on the Regular Council Meeting Agenda as an addendum.

CARRIED



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MAYOR	Bruce Rowe
DEPUTY MAYOR	Ray Courtman
COUNCILOR	Al Henuset
COUNCILOR	Fred Walters
COUNCILOR	Brenda Hnybida
MUNICIPAL ADMINISTRATOR	Linda Anderson
PUBLIC WORKS FOREMAN	Bill Hnybida
DELEGATIONS	Beiseker Fire Chief Ward Kisko Beiseker Deputy Fire Chief Chad Schopf

**CALL TO ORDER:**

Mayor Rowe called the meeting to order at 7:41 p.m.

**DELEGATIONS:**

Beiseker Fire  
Department S.O.P.

Beiseker Fire Department Deputy Fire Chief Chad Schopf presented Council with the Beiseker Fire Department Standard Operating Procedure 2006 (S.O.P.). Deputy Fire Chief Schopf created this document which provides members with a list of basic Fire Department terms and their working definitions in order to facilitate better written and verbal communication within the Beiseker Fire Department.

Councilor Walters raised concern about Item # B 1 under Energy Conservation; Deputy Fire Chief Schopf stated that this item could be monitored efficiently.

Deputy Mayor Courtman commended Deputy Fire Chief Schopf for his hard work and effort that he has put into this document.

Fire Chief Kisko and Deputy Fire Chief Schopf left Council Chambers at 7: 50 p.m.

Res. # 2006 - 273

Moved by Deputy Mayor Courtman to accept the Beiseker Fire Department Standard Operating Policy 2006 as the standard procedure for fire members of the Beiseker Fire Department. CARRIED

**ADOPTION OF AGENDA:**

Res. #2006 - 274

Moved by Deputy Mayor Courtman to adopt the Agenda for the October 23rd, 2006 Regular Council meeting with the following addition under *In Camera*, tabled item from the Organizational meeting, Beiseker Fire Department. CARRIED

**PUBLIC WORKS:**

Beiseker Campground

The Public Works Foreman informed Council that the Beiseker Campground has been closed and is winterized. The water consumption for the 2006 campground year was 210,000 gallons of water.

Equipment Servicing

The Public Works Foreman advised Council that the Public Works Department has had the emergency generator serviced and tuned and that the mobile flusher is repaired. The Public Works Foreman stated that the parts for the flusher are obsolete. After a brief discussion, Council has requested that the CAO obtain quotes for a new and/or used mobile flusher, depending on cost this will be a budget item.

Storm Sewer

The Public Works Foreman advised Council that the Public Works Department will be flushing storm sewers on 4<sup>th</sup> Street and the main storm sewer channels this week.

Skyland Park  
Approaches

The Public Works Foreman advised Council that the culverts have arrived for the approaches and will be starting this project as soon as the storm sewers are completed.

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Skuce's Land                      The Public Works Foreman advised Council that Mike Richter will be broadcast seeding Skuce's land for the Village this week.

Public Works  
Employee                      The Public Works Foreman advised Council that Claire Geddes has been hired for one of the positions with Public Works and will start on October 30, 2006.

   The Public Works Foreman made a formal request to Council for a new policy which would have employees give two weeks notice to the managers if time off is needed on their regularly scheduled work day.

Res. #2006 - 275                      Moved by Councilor Henuset to have the CAO write a policy regarding staff notification to managers for time off required. A time line of an advanced notice of two weeks to managers is recommended.    CARRIED

The Public Works Foreman left Council chambers at 8:21 p.m.

**ADOPTION OF THE MINUTES:**

Res. # 2006 - 276                      Moved by Councilor Hnybida to approve the Minutes from the Regular Meeting of Council held on October 12, 2006.    CARRIED

**BUSINESS ARISING FROM THE MINUTES:**

Beiseker Fire  
Department S.O.P                      This item was addressed under Delegations with the Beiseker Fire Department Fire Chief and Deputy Fire Chief.

Inspection Groups                      The quotes from Davies Inspection Groups and Superior Safety Codes were discussed. After some deliberation, Council decided that Davies Inspection Group was better suited to meet the needs for the Village of Beiseker.

Res.# 2006 - 277                      Moved by Deputy Mayor Courtman to have the CAO contact Brad Davies to start contract proceedings for providing inspection services for the Village of Beiseker.

In Favor: Mayor Rowe, Deputy Mayor Courtman, Councilor Walters and Councilor Hnybida.  
Opposed: Councilor Henuset    CARRIED

Res. # 2006 - 278                      Moved by Councilor Walters to have the CAO inform Alberta Permit Pro that the Village of Beiseker is giving 30 days notice to terminate the Village of Beiseker's contract with them for inspection services.    CARRIED

Alberta Highway  
Traffic Act                      The CAO presented Council with the Alberta Highway Traffic Act citing speed limits within municipalities under the heading Municipal Powers. After a brief discussion, Council decided to table this item until the next Council meeting on Tuesday, November 14, 2006.

Res. # 2006 - 279                      Moved by Councilor Henuset to have the CAO make speed limit recommendations for the boundaries within the Village of Beiseker to Council for the next Council meeting on Tuesday, November 14, 2006.    CARRIED

**NEW BUSINESS:**

2007 – S.I.P. Grant  
8th Street Paving                      The CAO presented Council with the quote from Urban Systems for the tender process of the 2007 SIP grant for the 8<sup>th</sup> Street up-grades.

Res. # 2006 - 280                      Moved by Deputy Mayor Courtman to have the CAO inform Urban Systems to commence with the tender process for the upgrade to 8<sup>th</sup> Street – 2007 SIP Project.    CARRIED

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- Baseball Agreement & Waiver (Amended) The CAO presented Council with an amended Baseball agreement and Waiver received from the Beiseker Recreation Board. Council has asked that Councilor Hnybida take the agreement back to the recreation board with the following change under Friendship Park Rules, item #4 to state cancellation notice of 14 working days.
- Revised 2006 Equalized Assessment The CAO presented Council with a revised 2006 equalized assessment from Assessment Services with Municipal Affairs. Due to revisions with Shane Kraft's commercial property in 2005, this has increased the education property tax requisition for 2006 by \$10,132.14. Mayor Rowe requested that a line item be added to the tax notices to recoup this cost in 2007.
- Bio-Diesel Processing Plant Mayor Rowe presented to Council an email received by the CAO regarding a request from a biodiesel company in Alberta for land. After a brief discussion, Council decided to pursue this venture and send an invitation to the company to come and tour the Village of Beiseker and speak with Council.
- Res. # 2006 - 281 Moved by Councilor Henuset to have the CAO write a letter of invitation to Patrick Luft inviting him to come to Beiseker for a tour of the Village and to speak to Council. The letter is to state that Mayor Rowe will be following up with an invitation by telephone. CARRIED
- Water and Sewer By-Law – 2006-01 The CAO presented Council with a picture taken by the Public Works Foreman regarding the destruction of a curb stop done by Complete Oilfield to access water to their building. Under the Water and Sewer By-Law, anyone who tampers with a curb stop under this by-law is in violation and can be charged with a fine up to but not exceeding \$2,500.00.
- Res. # 2006 - 282 Moved by Deputy Mayor Courtman to have the CAO invoice Complete Oilfield Services for the damages and repairs to the curb stop, including a fine of \$500.00 under Section 15.4 and 15.0 of the Water and Sewer By-law 2006 – 01 and to have them invoiced on their utility invoice for September and October the equivalent of an average amount over the past year for water consumption. CARRIED
- Res. # 2006 - 283 Moved by Councilor Henuset that the CAO put a notice in the Mainline Express informing residents of the Village of Beiseker of the Water & Sewer By-Law 2006-01. The notice is to include the following clauses 5.14 and 15.0. CARRIED
- Curfew By-Law The CAO presented Council with a copy of By-Law 99-17, the Curfew By-Law and the Village of Carbon's Curfew By-Law. This item has been tabled to the next Regular Council meeting on Tuesday, November 14<sup>th</sup>, 2006 to allow the CAO time to make recommendations to the Village of Beiseker Curfew By-Law 99-17.
- Radio Advertisement Q91 The CAO presented Council with a fax from Q91 inviting the Village of Beiseker to participate in a Q 91 Radio Christmas promotion.
- Res. #2006 - 284 Moved by Councilor Henuset to not proceed with this Christmas promotion. CARRIED
- Fire Works By-Law The CAO presented Council with a copy of the Fire Works By-Law that the Village of Acme recently passed at their Council meeting. The Village of Acme has given permission for the Village of Beiseker to amend their by-law to meet the needs for the Village of Beiseker if they wish to use it.
- Res. # 2006 - 285 Moved by Councilor Walters to adopt the information in the Village of Acme's Fire Works By-Law and for the CAO to adjust wording to meet the needs for the Village of Beiseker and have ready for presentation at the next Regular Council Meeting. CARRIED

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**ACCOUNTS FOR APPROVAL:**

Res. # 2006 - 286	Moved by Councilor Henuset to approve account cheque #20060903 to #20060926 in the amount of \$147,118.40.	CARRIED
	20060903 Kathryn/Beiseker Scholarship	500.00
	20060904 Bruce Knight	882.75
	20060905 Air Gas Canada	93.28
	20060906 Linda Anderson	116.67
	20060907 Brandt Plumbing & Heating	419.87
	20060908 GNS Ventures	56.00
	20060909 Hi-Way 9 Express Ltd.	151.51
	20060910 Keri Kentner	80.00
	20060911 Kneehill Regional Water Services	24,801.90
	20060912 Labreque Law Office	89,000.00
	20060913 McMurray Electric	314.82
	20060914 Mountainview Credit Union Ltd.	1,126.29
	20060915 Mountainview Credit Union Ltd.	254.99
	20060916 Municipal Information Systems Inc.	328.60
	20060917 Nexen Gas	6,366.50
	20060918 Postage on Call	500.00
	20060919 Redline Service Ltd.	3,777.68
	20060920 Silver Site Construction	5,554.40
	20060921 Tall Taylor Publishing	31.80
	20060922 U.F.A.	1,344.36
	20060923 Urban Systems	9,844.11
	20060924 Waste Management	419.68
	20060925 WFR Wholesale Fire & Rescue	591.69
	20060926 Workers Compensation Board	561.50

Res. # 2006 - 287 Moved by Deputy Mayor Courtman to accept the September Financial Statement as presented. CARRIED

**CORRESPONDENCE:**

AAMD&C	Contact Newsletter – October 13, 2006.
Municipal Safety	Municipal Safety News – October 2006.
QuickSilver	Notice of Proposed Well-site – October 23, 2006.
Res. # 2006 - 288	Moved by Councilor Henuset to instruct the CAO to respond by letter to QuickSilver stating the concerns of Council with this project and the close proximity to Beiseker's well system and municipal boundaries. <span style="float: right;">CARRIED</span>
Municipal Affairs	Local Government Services Division Approved Regulations – October 2006.
Rocky View Foundation	Organizational Meetings – Director Eligibility – October 2006.
Municipal Affairs	PSAB Tangible Assets – Financial Advisory – October 2006.
Beiseker Chamber	Beiseker Bucks – Christmas Promotion – October 2006.
Res. # 2006 - 289	Moved by Councilor Hnybida for the Village of Beiseker to participate in the Beiseker Christmas promotion and forward a cheque in the amount of \$25.00 for the participation fee. <span style="float: right;">CARRIED</span>
Communities in Bloom	The Village of Beiseker Communities in Bloom Evaluation 2006.

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- Pitch-In Canada 2007 Patron Requisition.
- Res. #2006 - 290 Moved by Councilor Walters to have the CAO enroll in the 2007 Pitch-In Canada program. CARRIED
- Res. # 2006 - 291 Moved by Councilor Hnybida to have the correspondence filed. CARRIED

**COUNCILOR'S REPORTS:**

- Walters**  
Railway Museum Society  
Councilor Walters informed Council that the locomotive was moved successfully to the Railway Museum Site on Saturday, October 14, 2006. Warren Bell is the new president for the society and the remaining executive is to be elected at the next meeting. The society has started to move the railway track and rails to the tourist booth information site for the box car that will be placed on the site.
- Rocky View Foundation  
Councilor Walters informed Council that the next meeting will be held on October 25, 2006. The foundation has put a deposit on the property next to the manor in Airdrie and the manor in Beiseker is full and there is someone on the waiting list for Beiseker.
- Canadian Badlands Ltd.  
Councilor Walters informed Council that he attended the meeting held on October 20 in Lethbridge. The Canadian Badlands Ltd. is now a non-profit committee which encompasses municipalities within Kneehill, Wheatland and Cypress County, the counties of Newell, Warner and Forty Mile and Special Areas 2, 3, and 4. They will be meeting approximately 5 times during the year and will be requesting that each of the municipalities involved pay a requisition fee of 10 cents per capita to cover operating expenses from the committee.
- Henuset**  
Community Standards Committee  
Councilor Henuset informed Council that the meeting for the Community Standards Committee was held on October 16, 2006. The new committee consists of Bill Hnybida – Chairperson, Linda Anderson – Recording Secretary, Al Henuset – Beiseker Village Council Representative, and Members at Large - Dan Therrien, Mary Hempel and Vera Wilkinson.
- Councilor Henuset advised Council that the committee has made amendments to the Unsightly Premises By-Law 2003-08 which will be presented to Council for approval in November. The name for this by-law will change to Community Standards.
- The Committee has forwarded a list of properties to the CAO who will need to be notified of violations. The CAO will inform the By-Law officer of this list.
- Beiseker Community Hall  
Councilor Henuset advised Council that the Hall board will be replacing the locks on the hall again. Individuals have been having new keys cut and are entering the hall at various times.
- Concerns  
Councilor Henuset requested that Council look at changing the name of Beacon Heights Road to either John Richter Road or Richter Road. Councilor Henuset stated that Mr. Richter has been a long standing member of the community and this would be a way of honoring him. Councilor Henuset requested that the CAO investigate what is involved to change the name of this road.
- Councilor Henuset asked if Julie Donegan has responded to the invoice sent to her regarding the charge incurred during the trade show with her children blowing out the pilot light. The CAO responded that she has not heard anything from Julie as of this date.
- Councilor Henuset inquired if the letter has been sent to employees and business owners regarding the purchase order policy. The CAO advised Councilor Henuset that the letter will be going out at the end of the week.

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- Hnybida**  
Beiseker & District Recreation Board  
Councilor Hnybida informed Council that the Beiseker & District Recreation Board next meeting is on October 26, 2006. The Public Works department is working on the frame for the outdoor rink.
- Beiseker Station Museum  
Councilor Hnybida asked the CAO if the Beiseker Station Museum was still an Addition Name Insured with the Village of Beiseker. The CAO stated that the museum is still covered and that AMSC will be sending out forms if the museum wishes to continue with them as insurance providers for the 2007 year. The next meeting for the committee is on October 30, 2006.
- Signage  
Councilor Hnybida enquired if a letter had been sent to Alberta Transportation and Infrastructure to change the directional sign on Highway 9 (East) to include Highway 72 as a route to Calgary. The CAO responded that a letter would be sent this week.
- Best Western Hotel  
Councilor Hnybida informed Council that she has been in contact with the contractor who built the Best Western Hotel in Three Hills. Councilor Hnybida stated that this company may be interested in building a hotel in Beiseker. Councilor Hnybida forwarded the contact information to the CAO who will follow up and initiate a proposal.
- Courtman**  
Drumheller and District Solid Waste Management Assoc.  
Deputy Mayor Courtman advised Council that he attended a Drumheller and District Solid Waste Management Association meeting and that the letter sent from the Village was addressed. The association maintains that they are correct in having the Transtor Site bin repaired and that the Village is responsible for the \$5,500.00 incurred costs regardless of the fact that the Village was not informed. Deputy Mayor Courtman stated that a letter of apology will be sent from the DDSWMA along with the terms of repayment to the association.
- Res. # 2006 - 292  
Moved by Deputy Mayor Courtman to have the CAO write a rebuttal letter once the apology letter from the DDSWMA is received stating that the Village of Beiseker will be seeking compensation if they are forced to pay the invoice. CARRIED
- Mayor Rowe suggested that this would be appropriate timing for the Village of Beiseker to investigate alternative services with other Waste Management providers.
- Beiseker Airport Authority  
Deputy Mayor Courtman advised Council that he had a chance to speak with other members of municipal airport societies who informed him that the Beiseker Airport Authority should have written estimates for the upgrades required at the airport before they respond to the offer from the provincial government for ownership of the airport.
- Res. # 2006 - 293  
Moved by Deputy Mayor Courtman to have the CAO contact companies for quotes regarding upgrades and installations for the runway lights, beacons, resurfacing of the runway and painting. CARRIED
- Rowe**  
Monthly Meetings  
Mayor Rowe advised Council that he attended the Central Zone District Meeting for A.A.M.D & C. on October 13, 2006 as an A.U.M.A. representative. Mayor Rowe also attended a NEXEN tour of the Wind Farm by Fort MacLeod on October 18, 2006.
- Mayor Rowe will be in Edmonton this week attending three committee meetings including Safety Codes Council, A.U.M.A. and A.M.S.C.
- Beiseker R.C.M.P.  
Mayor Rowe informed Council that Cst. Rob Schmidt is in charge of the vandalism file in Beiseker. Mayor Rowe will try to make contact with Cst. Schmidt to see how the case is progressing.
- Beiseker Campground  
Mayor Rowe requested that the CAO present the final numbers for the Beiseker Campground 2006 at the next regular Council meeting.



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**ADMINISTRATOR'S REPORT**

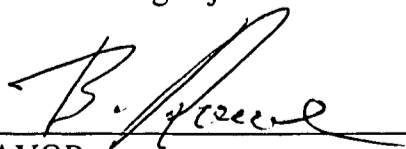
- November Meetings      The CAO advised Council of meetings she will be in attendance for the month of November;
- |                  |  |
|------------------|--|
| November 6       | Special Meeting of Council                               |
| November 14      | Regular Council meeting                                  |
| November 16 & 17 | Tangible Capitol Asset - Muniware Accounting G/L Seminar |
| November 21      | Meeting with Maureen Noble – Gregory, Harriman           |
| November 23      | EWPS Disaster Meeting in Airdrie                         |
| November 27      | Regular Council meeting                                  |
- The CAO advised Council that the Village office and Public Works department will be closed on Monday, November 13 in lieu of Remembrance Day being on Saturday, November 11, 2006.
- Pandemic Planning      The CAO advised Council that she will be meeting with Ron Leaf next week-end to prepare an itinerary for the Pandemic Strategic Planning which Beiseker received a grant for. After this initial meeting, the M.D., Irricana, Crossfield, Airdrie and Beiseker Disaster Services Representatives will meet to formally set a training date(s) and agenda. The tentative date for this training is in January 2007.
- Pancake Breakfast      The CAO advised Council that the Beiseker Fire Department's Breakfast went very well with over 100 people in attendance. The department was pleased with the turn out and is planning to do another one next year during Fire Prevention week.
- Fire Agreement      The CAO advised Council that Fire Chief Trent West has received a copy of the draft fire agreement and has some questions about the agreement. A tentative meeting date of October 24<sup>th</sup> has been set up to go over the agreement before he is able to take this to the M.D. Council.
- Public Works      The CAO advised Council that she along with the Public Works Foreman interviewed Claire Geddes for one of the positions in Public Works and offered her a position. Claire begins on October 30, 2006.
- Auditor's      The CAO advised Council that she will be meeting with Maureen Noble from Gregory, Harriman on the 23<sup>rd</sup> of November. With year-end approaching quickly, Maureen and the CAO had decided in February of this year to meet and go over accounts in general to prepare for the year-end audit.

**IN CAMERA:**

- Res. # 2006 - 294      Moved by Councilor Hnybida to go *In Camera* at 10:15 p.m. to discuss the Beiseker Fire Department. CARRIED
- CAO Anderson was asked to leave Council Chambers at 10:21 p.m.  
CAO Anderson was asked to rejoin Council Chambers at 10:30 p.m.
- Res. # 2006 - 295      Moved by Councilor Walters to reconvene from *In Camera* at 10:35 p.m. CARRIED
- Res. # 2006 - 296      Moved by Councilor Henuset to re-appoint Ward Kisko as the Beiseker Volunteer Fire Department Fire Chief. CARRIED

**ADJOURNMENT:**

- Moved by Councilor Hnybida that the meeting adjourn at 10:36 p.m. CARRIED

  
MAYOR

  
MUNICIPAL ADMINISTRATOR