

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE  
VILLAGE OF BEISEKER HELD MONDAY, FEBRUARY 9, 2004  
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 FOREMANM	Dale Wells

**CALL TO ORDER**

Mayor Fegan called the meeting to order at 7:32 p.m.

**ADOPTION OF AGENDA**

Deputy Mayor Courtman moved adoption of the Agenda as presented.

CARRIED UNAN.

**ADOPTION OF THE MINUTES**

Councillor Priestman moved to adopt the minutes of the Regular Meeting of Council held on January 26, 2004 as presented.

CARRIED UNAN.

**FINANCIAL STATEMENT**

Mayor Fegan moved to approve the Financial Statement for the month ending January 31, 2004 as presented.

CARRIED UNAN.

**PUBLIC WORKS ITEMS**

Water Meters	The Public Works Foreman advised Council that Public Works Staff have been working on water meter repairs when time permits.
Tomcat	The Public Works Foreman advised Council that a new broom was installed on the Tomcat.
Sander	The Public Works Foreman advised Council that the hydraulic pump on the sander was repaired.
Snow Removal	The Public Works Foreman advised Council that Public Works staff were busy with snow removal around the Village. Council complimented the Public Works Foreman for a job well done.
Inventory	The Public Works Foreman advised Council that the Public Works staff were updating the inventory at the Public Works Shop when time permits.
Grader	The Public Works Foreman advised Council that a new blade was installed on the grader.
Airport	The Public Works Foreman advised Council that the Public Works staff cleared snow at the airport.
Water Service Curb Stop	The Public Works Foreman advised Council that one of the curb stops at the Miller/Martin condos is defective and does not work. Since the valve is in concrete, it will need to be hydro digged. The cost for the repair work will be covered by the manufacturer of the valve.
Concrete Planters	Councillor Rowe enquired if anything more had been done in regard to the concrete planters that Paul Miller and Miles Martin were going to construct. The Public Works Foreman advised Council that he would check into the matter further.

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ACCOUNTS FOR APPROVAL

Mayor Fegan moved to approve the accounts cheque #20040087 to #20040136 in the amount of \$38,247.01 excepting account cheque #20040103 & account cheque #20040107. CARRIED UNAN.

20040087 to 20040088 &		
20040090 to 20040097	Payroll Cheques	6,359.46
20040089	Fremar Enterprises	234.00
20040098	Acme Farm & Building	49.96
20040099	Alberta Fire Chief's Association	115.00
20040100	Alberta One-Call Corporation	8.03
20040101	AUMA Member Services	3,142.60
20040102	Beiseker & District Chamber of Commerce	40.00
20040103	APPROVED SEPARATELY	0.00
20040104	Beiseker Municipal Library	4,045.74
20040105	Ruth Copeland	2,022.40
20040106	Ray Courtman	711.92
20040107	APPROVED SEPARATELY	0.00
20040108	Dell's Bigway Foods	89.78
20040109	Done Deal Delivery	78.36
20040110	Enercon Water Treatment Ltd.	523.84
20040111	Fremar Enterprises	286.72
20040112	GCL Fuel Systems Inc.	592.30
20040113	Irene Hagel	125.00
20040114	Cory King	500.00
20040115	Tanya Klappe	500.00
20040116	Kneehill Transport	120.68
20040117	Marigold Library System	3,735.00
20040118	Minister of Finance	177.92
20040119	Enmax	801.24
20040120	Alberta HealthCare	572.00
20040121	Atco Gas	2,144.44
20040122	Len Priestman	441.20
20040123	Purolator Courier Ltd.	13.50
20040124	Receiver General	4,276.12
20040125	Regional Assessment Management	503.79
20040126	Safety Codes Council	25.00
20040127	Doug Scott	500.00
20040128	Mary Straub	500.00
20040129	Sureway International Electric	1,318.19
20040130	The Society of Local Government Administrators	425.00
20040131	Titan Supply Inc.	907.67
20040132	TMS for Postage	400.00
20040133	Totem Building Supplies Ltd.	391.68
20040134	Urban Systems	375.07
20040135	Dale Wells	1000.00
20040136	WFR Wholesale Fire & Rescue Ltd.	193.40

Deputy Mayor Courtman moved to approve account cheque #20040103 to Beiseker Automotive in the amount of \$445.35 & #20040107 to D.L.F. Holdings Ltd. in the amount of \$257.67. CARRIED

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

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**NEW BUSINESS**  
**COUNCILLORS REPORTS**

**Priestman**  
City of Airdrie  
New City Hall

Councillor Priestman advised Council that on January 30, 2004, he attended the grand opening ceremony for the new Airdrie City Hall. The City of Airdrie is still promoting no business tax or machinery & equipment tax. Councillor Priestman was provided with a promotional brochure on the City of Airdrie which included a small CD that contains a short video about the City of Airdrie.

Res. #2004-06

Councillor Priestman moved that in the future, should the Village of Beiseker be invited to functions of a similar nature, that the Village of Beiseker present a plaque in recognition of the event. CARRIED UNAN.

Brian & Tracy Lloyd

Councillor Priestman advised Council that Beiseker residents Brian & Tracy Lloyd were recently advised that their 5 year old daughter has cancer and it is possibly terminal.

Res. #2004-07

Councillor Priestman moved that the Village of Beiseker Council send a "Thinking of You" card to Brian & Tracy Lloyd. CARRIED UNAN.

**Rowe**  
Provincial/Federal  
Relations

Councillor Rowe advised Council that he plans to attend a Public Consultation Meeting in Drumheller on February 10, 2004 dealing with Provincial/Federal Relations.

Economic  
Development  
Committee

Councillor Rowe advised Council that the Economic Development Committee has submitted a grant application to the Tire Recycling Society to create a pathway in and around the Tourist Booth.

Councillor Rowe advised Council that he has now received the patterns for the silhouettes for the businesses and that he will be working on these during the spring months.

February 23<sup>rd</sup>  
Council Meeting

Councillor Rowe advised Council that he will not be in attendance at the next Council Meeting to be held on February 23, 2004.

Library Board

Councillor Rowe advised Council that the Beiseker Lion's Club donated funding to the Beiseker Library to purchase a new computer desk and chairs.

**Courtman**  
Beiseker Airport

Deputy Mayor Courtman advised Council that he has again been in contact with the adjacent landowner to the airport who has been charged with trespassing after his cattle wandered onto the airport runway. The Crown Prosecutor has advised the adjacent landowner that he should be hiring a lawyer. The trial date has been set for May 5, 2004. Deputy Mayor Courtman and Thomas Murtagh from the Airport Committee will be present at the trial.

Kneehill Regional  
Water Services  
Commission

Deputy Mayor Courtman advised Council that the Administrator had written a letter to the Kneehill Regional Water Services Commission expressing Council's objection regarding the commission's meeting fees. Deputy Mayor Courtman suggested that this is an item that should be included on the agenda for the next Joint Villages Council Meeting.

Recycling

Deputy Mayor Courtman advised Council that Mr. Jack Stuckless was hired for the recycling position to replace Debbie Flavelle.

**Hnybida**  
Volunteer  
Appreciation  
Committee

Councillor Hnybida advised Council that she attended the second meeting of the Volunteer Appreciation Committee which was held on February 3, 2004. Councillor Hnybida reported that this was a very successful and productive meeting. The date of April 13, 2004 has been set as the date for the Volunteer Recruitment evening. The theme for the event is "Hats Off to You" and the idea is to use this evening as an

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opportunity to recruit more volunteers for the various Village Boards and Committees. The committee will be looking for corporate donations for door prizes. Carol Rowe prepared an excellent story board on the volunteer night. Each Councillor was asked to take to their respective boards a package of information and requested that each board provide their own story about what their organization does by February 23, 2004.

Fegan  
Mayors & Reeves

Mayor Fegan advised Council that the next meeting of Mayor & Reeves is to be held in Drumheller on February 27, 2004.

Wild Rose Economic  
Economic  
Development

Mayor Fegan presented Council with WREDC's Operation Plan for 2004/05.

Mayor Fegan advised Council that the WREDC is offering Economic Development Officer training on March 5 & 6, 2004 in Strathmore.

Res. #2004-08

Mayor Fegan moved that Tanya Klappe attend the Economic Development Officer training in Strathmore on March 5 & 6, 2004. CARRIED UNAN.

Mayor Fegan advised Council that the Client Services of WREDC has upgraded their computers in both the Three Hills and Strathmore Offices.

Mayor Fegan advised Council that the WREDC is concerned about the lack of loan applications being received. A study was recently completed comparing the WREDC to other Community Futures organizations in the Province and the WREDC ranked within the top 10. The WREDC is still concerned about the upcoming contract renewal with the Federal Government. The next meeting is scheduled for March 4, 2004.

Year-End Audit  
Adjustments

ADMINISTRATOR'S REPORT

The Administrator advised Council that the 2002 Auditor's Report that was presented to Council last year, recommended that some of our accounts receivable which were from prior years should be written off by transferring monies from accumulated surplus to cover these outstanding receivables. The total to be written off is \$5,432.94. This amount consists of journal entries that were posted by our previous Administrator to set up an account receivable for Alberta Transportation for roads & streets projects completed in 1997. All grant monies for these projects have been paid and there is no further monies owing. It is unclear as to why these journal entries were posted in the first place. In preparation for our 2003 audit and in accordance with our auditor's recommendation, the Administrator requested that Council pass a resolution to write-off the sum of \$5,432.94 from our accounts receivable pertaining to journal entry #97-261 to be paid from the accumulated surplus account.

Res. #2004-09

Mayor Fegan moved that the sum of \$5,432.94 with respect to Journal Entry #97-261 be written off from the accounts receivable account with the outstanding receivable to be paid from the accumulated surplus account. CARRIED UNAN.

The Administrator advised Council that at year-end, the Economic Development & Tourism budgets have a surplus. Councillor Rowe has requested that the 2003 surplus be transferred to reserves for future capital projects.

Res. #2004-10

Councillor Rowe moved that the 2003 surplus of \$4,752.64 in the Economic Development Budget and the 2003 surplus of \$914.42 in the Tourism Budget be transferred to reserves for future capital projects. CARRIED UNAN.

The Administrator advised Council that the sum of \$30,000.00 had been budgeted under the sidewalk replacement program, however, the sidewalk project was not done in 2003. The Administrator recommended that the \$30,000.00 budgeted in 2003 be transferred to reserves for the 2003 year end to be used in 2004.

Res. #2004-11

Mayor Fegan moved that the sum of \$30,000.00 budgeted for sidewalk replacement in 2003 be transferred to reserves for the 2004 budget. CARRIED UNAN.

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The Administrator further advised Council that there is a surplus in the FCSS budget relating to the summer fun program. The Community Services Co-Ordinator Ladean Henderson has requested that this surplus be transferred to reserves to purchase summer fun supplies in 2004. The FCSS/Recreation Board has approved this request.

Res. #2004-12

Councillor Priestman moved that the summer fun surplus of \$1,289.86 in the FCSS budget be transferred to reserves. CARRIED UNAN.

Municipal Excellence  
Network Workshop

The Administrator provided for Council's consideration, information regarding an upcoming workshop being offered by Alberta Municipal Affairs on the Municipal Excellence Program and database to be held in Red Deer on March 16, 2004. The Administrator advised Council that she believed that this would be an excellent workshop and with Council's permission, she would like to attend the workshop. The Administrator advised Council that she was already scheduled to be in Red Deer from March 17<sup>th</sup> to 19<sup>th</sup> for the Local Government Administrator's Conference. In order to attend the workshop on March 16<sup>th</sup>, she would just need to leave one day earlier. The Administrator advised Council that she is already saving the Village money by sharing a room at the LGAA Conference with another Administrator, so that there would be no extra cost to the Village as there is no fee being charged to attend the workshop.

Res. #2004-13

Deputy Mayor Courtman moved that the Administrator attend the Municipal Excellence Workshop in Red Deer on March 16, 2004. CARRIED UNAN.

Kneehill Regional  
Water Pipeline

The Administrator provided for Council's review and consideration the following documents with regard to the Kneehill Regional Water Pipeline:

- Alberta Right-Of-Way Agreement;
- Temporary Work Space Agreement; and
- Damage Release Form.

The Administrator advised Council that as these documents were delivered late in the day just before Council packages were to be delivered, that she did not have sufficient time to review the documents in detail in time to include a report and summary with her Administrator's Report.

Res. #2004-14

Mayor Fegan moved that the Village of Beiseker enter into and execute the Right-of-Way Agreement, Temporary Work Space Agreement and Damage Release documents with the Kneehill Regional Water Services Commission. CARRIED UNAN

2004 Budget Meetings

Council tentatively set the date of Saturday, April 3, 2004 @ 8:30 A.M. for the first 2004 budget meeting.

**CORRESPONDENCE**

Marigold Library  
System

A letter from the Marigold Library System regarding Freedom to Read Week. FILED

Res. #2004-15

Deputy Mayor Courtman moved that the Mayor proclaim the week of February 22, 2004 to February 28, 2004 as "Freedom to Read Week". CARRIED UNAN.

Alberta Municipal  
Affairs

A letter from Alberta Municipal Affairs regarding a "Finding Agreement" Workshop. FILED

AAMD &C

The Alberta Association of Municipal Districts & Counties January 16, 2004 Contact! Newsletter. FILED

Aquila Networks

A letter from Aquila Networks Canada regarding the appointment of Shannon Mulvey as the new Stakeholder Relations Manager. FILED

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The Administrator was requested to contact the new Stakeholder Relations Manager regarding the street lights that are still not operational despite numerous calls to Aquila.

AUMA	The Alberta Urban Municipalities Association January 2004 Notes to Council....Highlights from the Board.	FILED
Marigold Library System	A letter from Marigold Library System regarding 2003 Statement of Services.	FILED
The Kidney Foundation	A letter from the Kidney Foundation regarding the Annual March Drive.	FILED
Res. #2004-16	Deputy Mayor Courtman moved that the Mayor proclaim the month of March 2004 as "Kidney Health Month".	CARRIED UNAN.
AUMA Member Services	A letter from The Alberta Urban Municipalities Association Member Services regarding the AUMA dental Plan.	FILED
AUMA	Alberta Urban Municipalities Association Media Release regarding the Speech From The Throne.	FILED
Municipal Government Board	A letter from the Municipal Government Board regarding the City of Calgary's 2004 Equalized Assessment Appeal.	FILED
Municipal Government Board	A letter from the Municipal Government Board regarding the City of Calgary's - 2004 Equalized Assessment Appeal.	FILED
AUMA	A letter from the Alberta Urban Municipalities Association regarding the 2004 Equalized Assessment Report.	FILED
AUMA	A letter from Alberta Urban Municipalities Association regarding MuniShare.	FILED
Scott Land & Lease	A letter from Scott Land & Lease Ltd. regarding KRWSC Consent to cross Right of Ways.	FILED
Res. #2004-17	Deputy Mayor Courtman moved that the Village of Beiseker provide it's consent to the Kneehill Regional Water Services Commission to cross the following Village of Beiseker right-of-ways: <ul style="list-style-type: none"><li>• Ditch ROW #8702 H.K.;</li><li>• Sewer Line ROW #8110020; and</li><li>• Sewer Line ROW #6636 GS.</li></ul>	CARRIED UNAN.
Regional Assessment Management	A letter from Regional Assessment Management and Consulting regarding the Assessment Services Contract Renewal.	FILED
Res. #2004-18	Mayor Fegan moved that the Village of Beiseker enter into a three (3) year contract from January 1, 2004 to December 31, 2006 with Regional Assessment Management and Consulting for assessment services.	CARRIED UNAN.
Tour du Canada	A letter from Tour du Canada advising that Tour du Canada will not be coming to Beiseker in 2004.	FILED

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**IN CAMERA ITEMS**

In Camera

Deputy Mayor Courtman moved that Council go in camera @ 9:46 p.m. to discuss the Skyland Industrial Park. CARRIED UNAN.

Reconvene

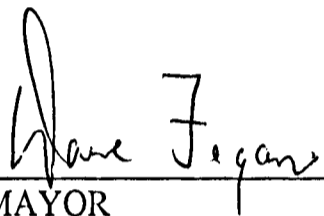
Deputy Mayor Courtman moved that Council reconvene from in camera @ 10:38 p.m. CARRIED UNAN.

Res. #2004-19

Councillor Rowe moved that the Administrator obtain cost estimates from various contractors to complete the servicing of all of the lots in the Skyland Industrial Park and to complete all earthwork required to render the lots marketable and saleable. CARRIED UNAN.

**ADJOURNMENT**

Deputy Mayor Courtman moved that the meeting adjourn at 10:40 p.m. CARRIED UNAN.

  
MAYOR

  
MUNICIPAL ADMINISTRATOR

# MONTHLY STATEMENT

Month Ending ..... JANUARY 31, ..... 20 04 .....

Municipality of ..... VILLAGE OF BEISEKER .....

0

	General Account			TOTAL
Net Balance at End of Previous Month	575,576.74			
Receipts for the Month (Less Loans)	52,743.41			
Sub-Total	628,320.15			
<b>LESS:-</b>				
Disbursements for the Month	78,832.01			
Net Balance at End of Month	549,488.14			
Balance at End of Month — Bank	560,943.71			
O/S Deposits	439.68			
* Cash on Hand at End of Month	200.00			
Sub-Total	561,583.39			
Less Outstanding Cheques	12,095.25			
Net Balance at End of Month	549,488.14			

0

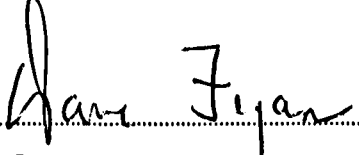
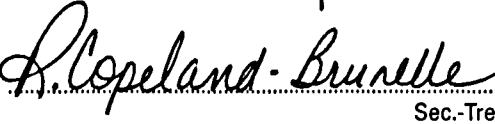
OUTSTANDING CHEQUES						OUTSTANDING ACCOUNTS PAYABLE	
No.	Amount	No.	Amount	No.	Amount		
	SEE LIST ATTACHED						
<b>TOTAL</b>						Estimate of Accounts Payable, not rendered	
<b>TOTAL</b>						<b>TOTAL</b>	

0

This Statement Submitted to Council this ..... 9TH ..... day of ..... FEBRUARY ..... 20 04 .....

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Remarks:

  
 ..... Mayor  
  
 ..... Sec.-Treas.



**VILLAGE OF BEISEKER  
OUTSTANDING DEBENTURES 2004  
AS AT JANUARY 31, 2004**

DATE/ BYLAW NUMBERS MATURITY DATE	(ORIGINAL AMOUNT)/ BALANCE FORWARD FROM 2002	PROJECT AMOUNT PAID IN 2003 (PRINCIPAL & INTEREST)	NUMBER DATE RATE	(2003 PRINCIPAL PAYMENT)	DEBENTURE BALANCE
JUNE 1  78-27, 79-8 80-4, 80-5 80-19 6/1/2005	(\$272,000.00)     \$38,069.92	WMR & RESERVOIR \$0.00  LIFT STATION \$0.00	1146265  June 1/05 12.5%	\$0.00  \$0.00 TOTAL	\$38,069.92
SEPT 1  89-18 9/1/2010	(\$66,844.00)    \$31,941.46	PAVING 2ND AVE, 4TH ST, 5TH ST \$0.00	1171610 Sep 1/10 11.375% 1171610A	\$0.00 TOTAL	\$31,941.46
SEPT 15  78-13 9/15/2004	(\$270,000.00)    \$27,959.74	WATER MAIN REPLACEMENT \$0.00	1142827 Sep 15/04 10.5%	\$0.00 TOTAL	\$27,959.74
OCT 1  85-5, 85-6 85-8 10/1/2005	(\$250,460.04)    \$54,200.81	PAVING 1ST AVE 6TH ST \$0.00	1165042 Oct.01/05 11.625% 1165042A (NEW DEBENTURE NUMBER)	\$0.00 TOTAL	\$54,200.00
	(\$913,361.04)  \$152,171.93 PRINCIPAL	TOTAL PAID TO DATE IN 2003 PRINCIPLE INTEREST TOTAL		GRAND TOTAL	\$152,171.93 =====

Debenture Balance December 31, 2003: \$152,171.93

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

**OTHER OUTSTANDING LOANS**

**MOUNTAIN VIEW CREDIT UNION**

DESCRIPTION	OPENING BALANCE DECEMBER 31/03	BALANCE AS OF DECEMBER 2003	TOTAL PRINCIPAL PAID THIS MONTH	NET OUTSTANDING BALANCE
LOAN #3 @ 6.60% SEWER LAGOON .	\$43,839.48	\$43,839.48	(\$372.40)	\$43,467.08
LOAN #5 @ 6.60% 9 <sup>TH</sup> ST. STORM	\$43,069.57	\$43,069.57	(\$366.07)	\$42,703.50
LOAN #7 @ 6.60% 1 <sup>ST</sup> AVE PHASE 1	\$83,312.55	\$83,312.55	(\$660.54)	\$82,652.01
LOAN #8 @ 5.50% 1 <sup>ST</sup> AVE. PHASE 2	\$69,975.00	\$69,975.00	(\$499.97)	\$69,475.03
LOAN #9 @ 5.85% BEACON HEIGHTS RD	\$26,951.03	\$26,951.03	(\$506.29)	\$26,444.74
LOAN #10 @ 5.85% RESTAURANT SERVICING	\$30,067.97	\$30,067.97	(\$0.00)	\$30,067.97
	\$297,214.60	\$297,214.60	(\$2,405.27)	\$294,810.33

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 #7 Maturing                                December 1, 2011 (Next renewal date December 1, 2004)  
Loan #8 Maturing                                December 4, 2012 (Next renewal date December 4, 2005)  
Loan #9 Maturing                                December 1, 2008  
Loan #10 Maturing                                January 1, 2009



# VILLAGE OF BEISEKER

## Outstanding Cheques

For the Period of

2002-01-01 and 2004-01-31

Cheque	Date	Vendor Name	Replaced By	Batch	CEO	CAO	Amount
2692	2002-01-14	ALBERTA LOCAL AUTHORITIES, RECIPROCAL I		2592			3,466.21
4864	2003-12-08	SKUCE, CORWIN		4828			175.00
20040004	2004-01-12	ALBERTA WILD ROSE, FAMILY MOTOR COACH		4927			100.00
20040013	2004-01-12	EDA ALBERTA		4927			133.75
20040014	2004-01-12	ENMAX CORPORATION		4927			1,052.16
20040050	2004-01-26	COUNTRY GRAPHICS		4977			256.80
20040056	2004-01-26	FAMILY AND COMMUNITY SUPPORT SERVICES		4977			120.00
20040057	2004-01-26	RECALL		4977			48.26
20040058	2004-01-26	SAFETY CODES COUNCIL		4977			57.00
20040060	2004-01-26	CANADIAN WASTE SERVICES INC.		4977			292.24
20040064	2004-01-26	ALL-CAN MEDICAL		4977			181.00
20040065	2004-01-26	MUNICIPAL INFORMATION SYSTEMS INC.		4977			331.58
20040066	2004-01-26	SKUCE, LINDA		4977			50.00
20040067	2004-01-26	BEISEKER AUTOMOTIVE		4977			106.32
20040068	2004-01-26	ALBERTA WATER & WASTEWATER OPERATOR		4977			256.80
20040072	2004-01-26	WESTERN CANADA FIRE & FIRST AID INC.		4977			218.28
20040073	2004-01-26	SUPERPAGES		4977			43.94
20040075	2004-01-26	BEISEKER BROWNIES		4984			250.00
20040076	2004-01-26	BEISEKER FOOD BANK		4984			250.00
20040077	2004-01-26	BEISEKER GIRL GUIDES		4984			250.00
20040078	2004-01-26	BEISEKER KIDS CLUB		4984			500.00
20040079	2004-01-26	BEISEKER MUNICIPAL LIBRARY		4984			500.00
20040080	2004-01-26	BEISEKER SPARKS		4984			250.00
20040081	2004-01-26	BEISEKER YOUTH CLUB		4984			500.00
20040086	2004-01-30	ALBERTA BYLAW ENFORCEMENT SERVICES		4994			390.00
20040087	2004-01-30	BELL, MARY		4994			149.16
20040089	2004-01-30	FREMAR ENTERPRISES		4994			234.00
20040090	2004-01-30	HAGEL, IRENE		4994			218.68
20040091	2004-01-30	HENDERSON, LADEAN		4994			201.97
20040095	2004-01-30	STUCKLESS, JACK		4994			78.42
20040097	2004-01-30	WELLS, DALE		4994			1,433.68
							<u>12,095.25</u>

Handwritten mark