

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE
VILLAGE OF BEISEKER HELD MONDAY, APRIL 25, 2005 AT 7:30 P.M.
IN THE MEETING ROOM AT THE BEISEKER COMMUNITY CENTRE
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PRESENT

MAYOR	Bruce Rowe
DEPUTY MAYOR	Ray Courtman
COUNCILLOR	Al Henuset
COUNCILLOR	Brenda Hnybida
COUNCILLOR	Fred Walters
MUNICIPAL ADMINISTRATOR	Ruth Copeland-Brunelle
PUBLIC WORKS FOREMAN	Dale Wells
DELEGATIONS	Karen Gregory from Gregory, Harriman & Associates

OTHERS PRESENT
(Arrived @ 8:15 p.m.)

Chris Mundy & Sharon Gordon from
MGV Energy Inc.
Dave & Lisa Dell, Frank & Jean
Schwengler, Dave Fegan, Kevin &
Sandra Einarson, Sheila Hempel &
Mark Keegan, Frank & Sherry Gore,
Jan Greik, Jennifer Jamieson &
Lai Yee Lam

CALL TO ORDER

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

ADOPTION OF AGENDA

Councillor Walters moved to adopt the Agenda with the following additions:

1. Item #7 Accounts for Approval - Add cheque #20050336.
2. Item #9 Correspondence:
 - 9(13) Welcome Wagon Ltd. requesting a Mayor's Proclamation re Official Welcome Wagon Week.
 - 9(14) Alberta Municipal Affairs, Assessment Services re revised 2005 education property tax requisition.
 - 9(15) The Rocky View Foundation re 2005 Requisition.

CARRIED UNAN.

ADOPTION OF THE MINUTES

Councillor Walters moved to approve the Minutes from the Regular Meeting of Council held on April 11, 2005 with the following amendment:

- on page 1 under Campground, add at the end of the paragraph "and the campground to the school fence." CARRIED UNAN.

DELEGATIONS

Karen Gregory,
Gregory, Harriman &
Associates

Karen Gregory presented Council with the Management Letter and the Audited Financial Statement for the Village of Beiseker for the year ending December 31, 2004.

Ms. Gregory then reviewed with Council in greater detail the contents of the Financial Statement. Ms. Gregory noted that overall the Village of Beiseker is in a very stable financial position with an increase in the operating fund balance as at December 31, 2004 of approximately \$80,000.00. Ms. Gregory also noted that there was an increase in cash and investments of \$80,000.00 @ December 31, 2004 over the same time in 2003.

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Ms. Gregory noted that the Village does not as yet have a detailed capital asset ledger. The CAO advised that staff had been working on compiling such a ledger which is currently a work in progress.

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Res. #2004-36

Councillor Henuset moved to accept the Audited Financial Statement of the Village of Beiseker for the year ending December 31, 2004 and the Financial Information Return for the year ending December 31, 2004 as prepared and presented to Council by the auditors Gregory, Harriman & Associates. CARRIED UNAN.

Council took a short recess between 8:15 p.m. to 8:20 p.m.

Chris Mundy &
Sharon Gordon,
MGV Energy Inc.

Chris Mundy & Sharon Gordon provided Council and the other interested parties present with an overview of MGV's activities in the Beiseker area and the discovery of mineral rights within the corporate boundary of the Village of Beiseker. In 2004, MGV drilled 148 wells in the area. MGV is proposing to drill another 15-25 wells in 2005. Encana owns the balance of the mineral rights in this area. EUB requires that before a well is drilled, that the drilling company must acquire the mineral rights for the well spacing which is approximately 640 acres in and around the actual wellsite. If mineral rights are purchased outright, the title is then split between surface rights and mineral rights. MGV will cover all legal and land titles registration costs associated with the purchasing and transfer of mineral rights. The royalty fees will fluctuate depending on the market rate for the coal bed methane that is being extracted.

Chris Mundy & Sharon Gordon then answered questions from both Council and the other interested parties present.

Council took short recess between 9:08 p.m. and 9:16 p.m.

BUSINESS ARISING FROM THE MINUTES

By-Law #2003-08

Unightly Premises By-Law #2003-08. Councillor Henuset requested that this item be tabled to a later date. The Unightly Premises Committee is meeting on April 26, 2005 to review this by-law.

By-Law #96-09

Tax Penalty By-Law #96-09. The Administrator provided Council with a comparison of tax penalties charged by other municipalities. The Administrator noted that there was quite a variance in the tax penalties being charged and other than the City of Calgary, the Village of Beiseker was actually one of the lowest. The majority of the municipalities that were contacted advised that they do not waive tax penalties that have already been applied and will not entertain any request to do so. However, there are instances where municipalities will waive future tax penalties in a situation where a ratepayer has entered into a formal tax agreement for the payment of tax arrears usually over three years in accordance with Section 347(1) of the MGA. The Administrator suggested that if Council was looking for a way in which to assist ratepayers that have found themselves behind in their taxes and have entered into a tax agreement for repayment, then waiving any future tax penalties would be a reasonable way of reducing their financial burden. Future tax penalties would remain to be waived provided that all payments were made in accordance with the tax agreement. This could either be done by way of policy or amending our Tax Penalty By-Law.

Council instructed the Administrator to draft a policy regarding the waiver of future penalties.

Res. #2005-47

Deputy Mayor Courtman moved that Council waive future tax penalties on Plan 0012358, Block 14, Lot 22 provided that the terms of the tax agreement are strictly adhered to during the term of the said tax agreement in accordance with Section 347(1) of the MGA. CARRIED

YES VOTES - 4; NO VOTES - 1

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PUBLIC WORKS ITEMS

- Sander** The Public Works Foreman advised Council that the sander has been cleaned and put away.
- Flower Pots** The Public Works Foreman advised Council that the Public Works Staff delivered flower pots to the Tourist Booth Park.
- Curbs** The Public Works Foreman advised Council that the Public Works Staff had been painting curbs.
- South View** The Public Works Foreman advised Council that the lot on the east side of Lount Crescent was cleaned up.
- Trees** The Public Works Foreman advised Council that the Public Works Staff had been cleaning up branches and pulling tree stumps in Friendship Park.
- Water Meters** The Public Works Foreman advised Council that the Public Works Staff read water meters.
- KRWSC** The Public Works Foreman advised Council that he did locates for the Kneehill Regional Waterline.
- Tourist Booth Park** The Public Works Foreman advised Council that the grass in the Tourist Booth Park had been watered twice. Holes for new trees were dug and loam brought in. Mayor Rowe requested that the Public Works Foreman prepare and pour a 10 x 10 concrete pad to support a concrete picnic table and benches.
- Potholes** The Public Works Foreman advised Council that the Public Works Staff had been filling potholes around the Village.
- Manhole** The Public Works Foreman advised Council that the manhole on 9th Street was raised.
- Sale of Water** The Public Works Foreman advised Council that he had a request from Frac Master to purchase treated water which would have to be acquired from a fire hydrant. They would require approximately 100 cubic meters a day. The company in question advised that they would be prepared to pay only \$1.35/cubic meter which is far less than what is being charged to our utility customers. The Public Works Foreman advised Council that every time a fire hydrant is opened, the fire pump automatically comes on which consumes more power to operate.
- Res. #2005-48** Councillor Walters moved to charge Frac Master \$2.25/cubic meter for treated water from a fire hydrant. CARRIED UNAN.
- Airport** Deputy Mayor Courtman reminded the Public Works Foreman about re-attaching the siding on the airport terminal building.

ACCOUNTS FOR APPROVAL

Councillor Walters moved to approve accounts cheque #20050298 to #20050336 in the amount of \$32,781.87, excluding account cheque #20050308.

CARRIED UNAN.

20050298 to		
20050307	Payroll Cheques	6,153.79
20050308	APPROVED SEPARATELY	0.00
20050309	Agline	142.15
20050310	Alberta Permit Pro	64.20
20050311	Alberta Queen's Printer	20.28
20050312	Alberta Shock Trauma Air Rescue	304.95
20050313	Canwest Propane Inc.	870.66

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20050314	City of Airdrie	5,187.50
20050315	Ruth Copeland	235.76
20050316	CU Credit Master Card	1,893.16
20050317	Five Star Communications	240.72
20050318	Jim Howlett	50.29
20050319	Jim Stanton & Associates	4,229.79
20050320	Konica Minolta Business Solutions	105.12
20050321	Lawson Products	335.37
20050322	Mountainview Credit Union	1,042.80
20050323	Mountainview Credit Union	26.16
20050324	Municipal Information Systems Inc.	338.22
20050325	Nexen Marketing	6,410.96
20050326	Pioneer Supply Co.	364.45
20050327	Postage on Call	500.00
20050328	Purolator Courier Ltd.	68.14
20050329	Recall	48.57
20050330	Ross, Todd & Company	38.75
20050331	Supreme	321.00
20050332	U.F.A.	1,237.57
20050333	Waste Management	352.09
20050334	Workers Compensation Board	525.40
20050335	Calgary Marriott	979.02
20050336	Alberta Bylaw Enforcement Services	695.00

Deputy Mayor Courtman moved to approve account cheque #20050308 in the amount of \$180.00 payable to Fremar Enterprises. CARRIED

Councillor Walters abstained from voting or commenting on the above items.

NEW BUSINESS

COUNCILLORS REPORTS

Hnybida
Museum Society

Councillor Hnybida advised Council that the next meeting of the Museum Society will be held on May 2, 2005 at which time the Board will be discussing new signs for the CPR Station and the T.L. Beiseker sign for the Tourist Booth Park. The Museum Society held a work bee on April 19, 2005.

FCSS/Recreation Board

Councillor Hnybida advised Council that the FCSS/Recreation Board met on April 20, 2005. Councillor Hnybida was unable to attend this meeting due to a conflict with an Economic Development Committee meeting at the same time.

Cemetery

Councillor Hnybida advised Council that the Cemetery Society met on April 23, 2005. Work bees have been scheduled for May 5th & 7th at the cemetery site.

Henuset
Economic Development

Councillor Henuset advised Council that he attended a meeting of the Economic Development Committee on April 20, 2005. The committee primarily discussed trees and tree planting. The committee reviewed the original landscape plan for the park and decided to follow the layout on the plan as closely as possible.

Courtman
Stage East

Deputy Mayor Courtman advised Council that auditions were held on April 20th and April 23rd for Stage East. A dozen people have shown interest in the project. The next meeting is scheduled for May 13th to review the script.

Drumheller Solid Waste Management Association

Deputy Mayor Courtman advised Council that he attended a meeting of the Drumheller & District Solid Waste Management Association on April 21, 2005. The Association has now completed their Landfill Operations Plan, a copy of which has been provided to Alberta Environment. A copy of the Ground Water Update Plan has also been provided to Alberta Environment. The Association is still proceeding with

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a project for the reclamation of contaminated soil. The association is requesting that all municipalities that were involved with the e-waste recycling program write a letter to Alberta Environment to express concerns that although the program is a very worthwhile one, that it is extremely time consuming. The Beiseker Recycling Society received \$400.00 for it's efforts under this program.

Res: #2005-49

Deputy Mayor Courtman moved that the Village of Beiseker send a letter to Alberta Environment advising that while worthwhile, the e-waste recycling program is extremely time consuming. CARRIED UNAN.

The Association has decided not to install electric gates at Transfer Stations. The Town of Drumheller recently processed 11,000 metric tons of recycled concrete and asphalt with the assistance of Fish Creek Excavating Ltd. The majority of this material should be able to be recycled. The Waste Management Co-Coordinator presented the Quarterly Financial Statement & Tonnage Report. Rosedale's lift station has been condemned by Alberta Environment so all of their wastewater will now be sent to Drumheller which will require an easement through the landfill site.

Airport

Deputy Mayor Courtman advised that the executive for the airport leaseholders will be meeting on May 1, 2005 at which time they are planning on formally forming a Society. Sandy Beagle has volunteered to assist with the formation of the Society.

Centennial
Committee

Deputy Mayor Courtman advised Council that the next meeting of the Centennial Committee is scheduled for April 27, 2005.

Recycling Society

Deputy Mayor Courtman advised Council that the Recycling Society will be hiring their summer student shortly. Deanna Bodden has submitted her resignation effective July 8, 2005.

Walters
Lion's Club

Councillor Walters advised Council that the Lion's Club applied for and has been approved to receive 25 trees through an Alberta Environment Centennial Grant Program. The trees are expected to arrive the first week in May. Donna Tumak & Rise Breland have been asked to decide on the type of trees and the location where these trees should be planted.

Recycling

Councillor Walters advised Council that the Recycling Society received a grant in the amount of \$5,000.00 to build a berm around the old tires stock piled at the Transfer Station.

Campground

Councillor Walters advised Council that the campground is now open and the water has been turned on. The tiles have also been installed in the washrooms.

Rowe
AUMA

Mayor Rowe advised Council that he will be attending the AUMA's Mayor's Conference in Edmonton on May 5th & 6th.

ADMINISTRATOR'S REPORT

Jason Finner,
Urban Systems

The Administrator advised Council that she was recently informed that Jason Finner will be leaving Urban Systems at the end of April 2005 to pursue other career options. Jason has been our engineer for a number of years and we have had a very good working relationship with him during that time. Jason is finalizing the drawings etc. for both the 7th Street sidewalk program and Skyland Industrial Park prior to his departure. Urban Systems will be assigning another engineer to handle our engineering projects. Council instructed the Administrator to send Jason a letter expressing appreciation for his work with the Village and wishing him the best in his future endeavors.

Council Meeting –
May 23, 2005

The Administrator advised Council that the second Council Meeting in May falls on the Victoria Day holiday. The Administrator asked if Council have any objection to moving this meeting to the Tuesday night, May 24, 2005.

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Res. #2005-50

Deputy Mayor Courtman moved that the regular meeting of Council scheduled for Monday, May 23, 2005 be moved to Tuesday, May 24, 2005.

CAO Evaluation

The Administrator advised Council that May 10, 2005 will be her 5th year anniversary date as CAO. Pursuant to Section 205.1 of the MGA 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;
- (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 for Council's reference a CAO Evaluation Form which is the same format that has been used for the last couple of years and which can be utilized again if Council is comfortable in doing so. As it usually takes some time for everyone to complete the written evaluation, the actual evaluation review can be set for a future Council meeting at Council's convenience. Council decided to conduct the CAO evaluation during the next regular meeting of Council on May 9, 2005.

Beiseker Aerial
Photographs

The Administrator provided Council with a booklet containing 30 aerial photographs of Beiseker which was presented at a recent Economic Development Committee meeting to determine if there was any interest in purchasing a large aerial print and/or obtaining a CD Rom with a number of pictures for future use. A number of other municipalities have purchased pictures in a smaller version for resale. Mayor Rowe has recommended that Council as a whole discuss whether or not we should purchase any of these photographs. Council directed that the Administrator come back to Council with a recommendation as to what type and price range of package to purchase.

Time-In-Lieu Policy

The Administrator advised Council that she has been reviewing the policies with respect to overtime and time-in lieu and there appear to be some disparities between the various policies. At present, each employee signs an Overtime Agreement which states that "...overtime is paid as straight time in lieu only."

In other words, any accumulated overtime is supposed to be taken as time off and not to be paid out. We have one policy that states "Under special circumstances and on the approval of Council an employee may be permitted to accumulate no more than 40 hours lieu time".

We have another policy which states that "Lieu time will be taken immediately after 16 hours has been accumulated. Lieu time must be taken within three months of date worked."

Council has in the past approved the payout of accumulated lieu time on a request by the employee. The Administrator advised Council that both herself and the Public Works Staff often have a large number of overtime hours that were worked more than three months ago, however, it is often very difficult to take a number of lieu days off within the time frame stipulated by the policy other than a day here and there.

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The Administrator recommended to Council that the policy dealing with overtime and lieu time be amended so that each employee may elect to either have overtime hours earned during a month paid out at the end of each month or request that they be banked for future use. Further, if the employee chooses to bank their overtime hours, the number of hours allowed to be banked should be set at perhaps 24 hours (= 3 work days) which must be taken within two (2) months of being worked, otherwise they will be paid out. This may eliminate having a large number of hours being banked with no ability to take the time in lieu and then requesting permission from Council to have those hours paid out. Council directed the Administrator to draft a new time-in-lieu policy in accordance with the Administrator's recommendation.

New Council Table

The Administrator recommended that Council should pass a resolution to authorize the purchase of a new council table and chairs etc.

Res. #2005-51

Councillor Walters moved that the Village of Beiseker proceed to purchase a new council table, chairs, conference board and credenza as per the Sales Quote from Ducky's Office Furniture dated April 18, 2005 to be paid from administration reserves.

CARRIED UNAN.

CORRESPONDENCE

Alberta Liberal
Caucus

Steven Rowe, Alberta Liberal Caucus re Ambulance Service.

FILED

Marigold

Marigold Report for March 2005.

FILED

AUMA

AUMA Media Release re Additional Police Funding.

FILED

AUMA

AUMA Media Release re Provincial Budget.

FILED

AUMA

AUMA Media Release re \$3 Billion Infrastructure Funding.

FILED

AUMA

AUMA re distribution of \$3 Billion Infrastructure Funding & AUMA Questions to the Province re the 2005 Budget.

FILED

Federation of
Canadian Municipalities

Federation of Canadian Municipalities Member's Advisory re Federal Budget.

FILED

AUMA

AUMA Media release re Federal-Provincial Agreement on Gas Tax Sharing.

FILED

AUMA

AUMA Notice re Class Action Lawsuit.

FILED

Alberta Municipal
Affairs

Alberta Municipal Affairs re 2005 Education Tax Requisition.

FILED

Municipal District of
Rocky View

Municipal District of Rocky View No. 44 re Regional Servicing.

FILED

Council instructed the Administrator to reply by advising that the Village of Beiseker is a member in the Kneehill Regional Water Services Commission.

Alberta Minister of
Infrastructure and
Transportation

Alberta Minister of Infrastructure and Transportation grant funding.

FILED

Welcome Wagon Ltd.

Welcome Wagon Ltd. requesting a Mayor's Proclamation re Official Welcome Wagon Week.

FILED

Councillor Henuset moved that the Mayor declare the week of June 4th to 11th as "Official Welcome Wagon Week".

CARRIED UNAN.

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Alberta Municipal
Affairs

Alberta Municipal Affairs, Assessment Services re revised 2005 education property
tax requisition. FILED

The Rocky View
Foundation

The Rocky View Foundation re 2005 Requisition. FILED

In Camera

IN CAMERA ITEMS

Councillor Walter moved that Council go in camera @ 10:36 p.m. to discuss the
Beiseker Airport and the Drumheller & District Solid Waste Management
Association. CARRIED UNAN.

Reconvene

Councillor Hnybida moved that Council reconvene from in camera @ 11:02 p.m.
CARRIED UNAN.

Res. #2005-52

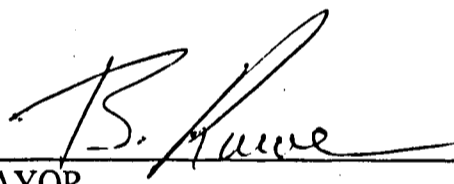
Deputy Mayor Courtman moved that a letter be sent to Transport Canada advising
that Flanagan Enterprises has the permission of the Village of Beiseker to operate at
the Beiseker Municipal Airport. CARRIED UNAN.

Res. #2005-53

Deputy Mayor Courtman moved that the Village of Beiseker execute Agreement #05-
GRRSS05 between the Province of Alberta, Drumheller and District Solid Waste
Management Association and the member municipalities in the Drumheller and
District Solid Waste Management Association. CARRIED UNAN.

ADJOURNMENT

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


MAYOR


MUNICIPAL ADMINISTRATOR