



**MINUTES OF THE REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF BAWLF**

In the Province of Alberta held on
Wednesday March 20, 2013 at 7:00 p.m.
In the Bawlf Village Office

PRESENT:

Mayor G. Blatz
Deputy Mayor J. Yuha
Councillor F. Reinke
Councillor K. Robbins
Councillor J. Tessari
Lynn Horbasenko, Village Manager
Leanna Banack, Communications Coordinator

1. CALL TO ORDER

Mayor Blatz called the meeting to order at 7:02 p.m.

2. DELEGATIONS

none

3. GENERAL GOVERNMENT

a) *AGENDA*

MOTION 45/13 MOVED BY Mayor Blatz to accept the agenda.

CARRIED

b) *MINUTES OF THE REGULAR MEETING OF COUNCIL HELD FEBRUARY 20, 2013*

MOTION 46/13 MOVED BY Deputy Mayor Yuha that the minutes of the Regular Meeting of Council held February 20, 2013 be adopted as distributed.

CARRIED

c) *ACCOUNTS PAYABLE – FEBRUARY 2013*

MOTION 47/13 MOVED BY Councillor Reinke to accept the Accounts Payable for February 2013 as information.

CARRIED

d) *FINANCIAL STATEMENT – FEBRUARY 2013*

MOTION 48/13 MOVED BY Councillor Tessari to accept the February 2013 Financial Statement for information.

CARRIED

4. BUSINESS ARISING

a) *MUNICIPAL AFFAIRS DIRECTIVES AND RECOMMENDATIONS*

MOTION 49/13 MOVED BY Mayor Blatz to accept the updated summary and status of the Municipal Affairs Inspection Report Directives, Recommendations and Suggestions as information.

CARRIED

b) *MUNICIPAL AFFAIRS DIRECTIVE 8 AND RECOMMENDATION 20 - PROPERTY TAX PENALTY BYLAW 586/13*

MOTION 50/13 MOVED BY Councillor Reinke to pass second reading of the Property Tax Penalty Bylaw 586/13.

CARRIED

MOTION 51/13 MOVED BY Deputy Mayor Yuha to pass third reading of the Property Tax Penalty Bylaw 586/13.

CARRIED

c) *MUNICIPAL AFFAIRS DIRECTIVE 11 AND RECOMMENDATION 25 - UTILITY SERVICES BYLAW 587/13*

MOTION 52/13 MOVED BY Councillor Reinke to pass second reading of the Utility Services Bylaw 587/13.

CARRIED

MOTION 53/13 MOVED BY Councillor Tessari to pass third reading of the Utility Services Bylaw 587/13.

CARRIED

d) *MUNICIPAL AFFAIRS RECOMMENDATION 29 – POLICY TO ENCOURAGE VOLUNTEER ACTIVITIES*

MOTION 54/13 MOVED BY Mayor Blatz that the example volunteer policies from Cochrane, Douglas County and the policy template from the United Kingdom be accepted for information.

CARRIED

e) *UFA BILLS – MAY TO SEPTEMBER, 2011*

MOTION 55/13 MOVED BY Councillor Reinke that Village Council accept the detailed information relating to the May to September 2011 invoices from UFA as information.

CARRIED

5. NEW BUSINESS

a) *SURVEY LOTS 14-30, BLOCK 7, PLAN LVII*

MOTION 56/13 MOVED BY Councillor Robbins to table the survey of Lots 14-30, Block 7, Plan LVII until the April meeting.

CARRIED

b) *MUNICIPAL AFFAIRS DIRECTIVE 1 AND RECOMMENDATION 9 – REVIEW OF BYLAWS, POLICIES, PRACTICES AND DECISIONS*

MOTION 57/13 MOVED BY Mayor Blatz that, in response to Directive 1 and Recommendation 9 of the Municipal Inspection Report, accept the bylaws and policies review summary as information.

CARRIED

MOTION 58/13 MOVED BY Mayor Blatz that Administration provide Council with a copy of the policies to be reviewed and brought to a special meeting on April 15, 2013 at 6:30 p.m.

CARRIED

c) *MUNICIPAL AFFAIRS DIRECTIVE 2 AND RECOMMENDATION 10 – BYLAW INVENTORY*

MOTION 59/13 MOVED BY Deputy Mayor Yuha that in response to Directive 2 and Recommendation 10 of the Municipal Inspection Report, accept the details of the newly created bylaw inventory as information.

CARRIED

d) *MUNICIPAL AFFAIRS DIRECTIVE 4 AND RECOMMENDATION 13 – ONGOING REVIEW OF POLICIES*

MOTION 60/13 MOVED BY Mayor Blatz that in response to Directive 4 and Recommendation 13 of the Municipal Inspection Report, Village Council direct Administration to review all Village of Bawlf policies annually in February to ensure relevancy and clarity.

CARRIED

e) *MUNICIPAL AFFAIRS RECOMMENDATION 11 – ANNUAL SCHEDULE TO REVIEW BYLAWS*

MOTION 61/13 MOVED BY Deputy Mayor Yuha that in response to Recommendation 11 of the Municipal Inspection Report, Council direct Administration to review all Village of Bawlf bylaws annually in February to ensure relevancy, accuracy and consistency.

CARRIED

f) *MUNICIPAL AFFAIRS RECOMMENDATION 2 – MEETING PROVISIONS*

MOTION 62/13 MOVED BY Councillor Robbins that in response to Recommendation 2 of the Municipal Inspection Report, that Council pass a motion to comply with the meeting provisions described in Section 192-200 of the Municipal Government Act.

CARRIED

g) *MUNICIPAL GOVERNMENT ACT (MGA) REVIEW – ZONE MEETINGS*

MOTION 63/13 MOVED BY Deputy Mayor Yuha that Village Council accept the invitation to participate in the Municipal Government Act Review at one of the Zone Meetings for information only.

CARRIED

h) *MUNICIPAL AFFAIRS DIRECTIVE 13 – QUARTERLY REPORT TO THE MINISTER*

MOTION 64/13 MOVED BY Councillor Robbins that Village Council direct Administration to prepare a letter and a written quarterly update to the Minister of Municipal Affairs regarding the progress the Village of Bawlf is making with respect to the directives outlined in the Municipal Inspection Report.

CARRIED

i) *EMERGENCY CONTACTS*

MOTION 65/13 MOVED BY Councillor Tessari that Village Council direct Administration to contact other communities of similar size to see how they handle emergency contacts outside of regular office hours.

CARRIED

j) *CURLING RINK RENTAL*

MOTION 66/13 MOVED BY Mayor Blatz that Council direct Administration to draft a policy for Curling Rink usage.

CARRIED

6. STANDING COMMITTEE REPORTS

- a) Mayor's Report-as attached
- b) Administration Report-as attached

MOTION 67/13 MOVED BY Mayor Blatz that Administration contract snow removal services as required, at a total cost not to exceed an amount of \$2500.

CARRIED

MOTION 68/13 MOVED BY Mayor Blatz that Council approve CAO Horbasenko's request to take off the month of May, utilizing a combination of overtime and vacation time.

CARRIED

- c) Action List-as attached
- d) Board Reports:

- Bawlf & District Recreation Association-as attached
- Shirley McClellan Regional Water Services Commission-report attached, next Meeting April 18th.
- Regional Emergency Management Services Liaison- the position has been filled, to start April 15th.

MOTION 69/13 MOVED BY Councillor Reinke to accept the Standing Committee Reports for information.

CARRIED

7. CORRESPONDENCE

- a) Camrose County – Shared Fire Protection Service Funding
- b) Federal Gas Tax Fund Notice
- c) Battle River School Division #31 News Releases – February and March, 2013
- d) Camrose & District Support Services Minutes – January 21, 2013
- e) Alberta Community Co-operative Association – Unleashing Local Capital

MOTION 70/13 MOVED BY Deputy Mayor Yuha to accept the Correspondence items for March 2013 for information.

CARRIED

Mayor Blatz called for a recess at 9:44 p.m.
Communications Coordinator Leanna Banack left the meeting at 9:44 p.m.
The meeting reconvened at 9:58 p.m.

MOTION 71/13 MOVED BY Mayor Blatz to extend the meeting past 10:00 p.m. to 11:00 p.m.

CARRIED

8. CONFIDENTIAL ITEMS

a) Personnel

MOTION 72/13 MOVED BY Mayor Blatz to move in camera to discuss a personnel issue at 10:00 p.m.

CARRIED

MOTION 73/13 MOVED BY Mayor Blatz to come out of camera at 10:50 p.m.

CARRIED

MOTION 74/13 MOVED BY Deputy Mayor Yuha to award a 3% merit increase to the Village Manager retroactive for 2012 and to come from the 2013 budget.
Councillor Reinke requested that the vote be recorded.
In favour – Mayor Blatz, Deputy Mayor Yuha and Councillor Tessari.
Opposed – Councillor Reinke and Councillor Robbins.

CARRIED

MOTION 75/13 MOVED BY Mayor Blatz to accept the Chief Administrative Officer Addendum to the Chief Administrative Officer Agreement as presented with the addition of the clause “to a maximum of 24 month’s pay”.

CARRIED

9. ADJOURNMENT

The meeting adjourned at 11:00 p.m.

MAYOR

VILLAGE MANAGER