



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

In the Province of Alberta held on
Wednesday, July 13, 2011 at 7:00 p.m.
In the Bawlf Village Office

PRESENT:

Mayor G. Blatz, Deputy Mayor Yuha and Councillors R. Blatz, Reinke & Robbins
Lynn Horbasenko, Village Manager
Jocelyn Sparks, Communications Coordinator
Margaret Holliston, Camrose and District Support Services
Guests John Ward and Laurie Callsen, Camrose Canadian

1. CALL TO ORDER

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

2. DELEGATIONS

- a) *CAMROSE AND DISTRICT SUPPORT SERVICES (CDSS) – Margaret Holliston*
Margaret distributed the 2010 Annual Report and the 2011 Help Book. The annual audit has been sent electronically to the Village Manager. CDSS will not have an open house this year, but rather will visit Camrose area Villages bi-annually. Dennis Wishnowski, the Bawlf representative on the CDSS Board will visit in the future. Although Bawlf residents must travel to Camrose to benefit from many CDSS programs, there are outreach programs, such as Service Options for Seniors. Bawlf resident Clarence Hastings has served as the Rural Communities Program Director at CDSS for four years, and was recognized for his many efforts in connection with the Bawlf Playschool Society. Margaret will return in November to present the 2012 budget.

Margaret Holliston left the meeting at 7:14 p.m.

3. GENERAL GOVERNMENT

a) *AGENDA*

MOTION 101/11: MOVED BY Councillor Reinke to accept the Agenda with the addition of Items: 4.d) Library Letter, 5.i) Insurance Issues, 7.d) AUMA News Release, 7.e) Muscular Dystrophy Awareness Month, and 7.f) Municipal Affairs Safety Codes Recommendation.

CARRIED.

b) *MINUTES OF THE REGULAR MEETING OF COUNCIL HELD June 8, 2011*

MOTION 102/11: MOVED BY Councillor Reinke that the Minutes of the Regular Meeting of Council held June 8, 2011 be accepted as amended.

CARRIED.

c) *ACCOUNTS PAYABLE FOR JUNE, 2011*

Accepted for audit purposes.

d) *FINANCIAL STATEMENT FOR JUNE, 2011*

Accepted for audit purposes.

4. BUSINESS ARISING

a) *SEWER MAIN LINES – MACRAE, SANDEN AND/OR KING STREETS*

The Administration presented a summary of data collected regarding the options to begin upgrading the aging sanitary sewer infrastructure to assist the Council in determining which if any options to pursue. Alberta Environment regulations require that a new set of construction drawings be prepared and stamped by an engineer. These stamped drawings are also required for posting the tender on the Alberta Purchasing Connection (APC) website, which conforms to the regulations of the Trade, Investment, and Labour Mobility Agreement (TILMA) to ensure the accuracy of bids received. Council discussed alternative options for engineering consulting. Engineering costs provided by Focus Corporation as quoted in the Village Manager's report include all three streets, but do not include construction supervision.

MOTION 103/11: MOVED BY Councillor R. Blatz that the Village Council request that the Administration contact James Marr to provide a quotation for engineering costs associated with the development of a tender document for water and sewer replacement on three and a half blocks of Macrae street as soon as possible and his reply as soon as possible.

CARRIED.

b) *FIRE HALL DOORS*

The Administration requested that the Council approve funding to complete maintenance on the Village of Bawlf Fire Hall and suggested that the summer staff could paint the doors this summer. The members of Council on the fire department indicated that the firefighters would likely be willing to paint the doors.

Councillor R. Blatz left the meeting at 8:02 p.m.

MOTION 104/11: MOVED BY Deputy Mayor Jody Yuha that the Village Council authorize the purchase of paint to a maximum cost of \$500 for the painting of the Village of Bawlf Fire Hall doors, using funds from the Fire Hall Repairs & Maintenance budget of the Village of Bawlf and further that volunteer firefighters will paint the doors as offered.

CARRIED.

Councillor R. Blatz returned at 8:05 p.m.

c) *COUNCIL RECOGNITION*

The Administration provided a list of past Council Members who have not been formally recognized for their service to the Village of Bawlf and inquired how and when the Village Council would like to proceed with fulfilling the recently approved Council Recognition Policy. A Council Meeting date will be set to present the gifts, once purchased. Deputy Mayor Yuha offered to source the gifts.

MOTION 105/11: MOVED BY Deputy Mayor Yuha that the Council authorize a total expenditure of \$360 for the purchase of Council Recognition gifts to past Council members Denise Blatz, Jerry Iwanus, Linda Knight, Armand Magnin, Rob Pasychnyk, Reta Porter and Darrell Szott.

CARRIED.

d) *LIBRARY LETTER*

Councillor Reinke asked if Council sent a reply to the Library Board's recent letter regarding the Bawlf Public Library Renovation Expenses. The letter was included on a previous Council Meeting Agenda and was not responded to. The Village Manager will include the letter on the next Council Meeting Agenda.

5. NEW BUSINESS

a) *2010 AUDIT BUDGET ADJUSTMENT*

The Administration informed the Council of an over expenditure and requested approval for a budget adjustment to cover the additional accounting services provided by the auditors while completing the Village of Bawlf 2010 Audited Financial Statements. Over budget expenditures to Wilde and Company, the Village's auditors, were a result of complications experienced during the conversion to the Muniware accounting software.

MOTION 106/11: MOVED BY Deputy Mayor Yuha that the Village Council approve a budget adjustment in the amount of \$5400 for the additional accounting services provided by Wilde and Company while preparing the Village of Bawlf 2010 Audited Financial Statements and that the funds be derived from operating reserves.

CARRIED

b) *GRADING OF DRAINAGE DITCHES*

The Administration requested that the Council approve a budget adjustment in order to complete the work necessary to re-grade the drainage ditches at the north end of Macrae Street and along Martin Avenue at 402 Macrae Street. The Village Manager requested a subcommittee be formed to assist with reviewing the quotations from the interested contractors, which Mayor G. Blatz agreed to participate in.

MOTION 107/11: MOVED BY Councillor R. Blatz that the Village Council approve a budget adjustment in the amount of \$2500 for the work required to re-grade the drainage ditches on both sides of the northern most block of Macrae Street, the west portion of Martin Avenue and north of the new school parking lot along the alley between King and Macrae Streets and that the funds be derived from operational reserves.

CARRIED.

c) *GRASSHOPPER MOWER ISSUES*

The Administration informed the Council of issues regarding the older grasshopper mower and requested approval for a budget adjustment to either replace the deck or the complete mower.

MOTION 108/11: MOVED BY Deputy Mayor Yuha that the Village Council approve a net capital expenditure in the amount of \$14,000 + gst to purchase a new grasshopper mower with the funds to be derived from reserves.

CARRIED.

d) *RECREATION BOARD RE: CURLING RINK – Mayor G. Blatz*

The Village Council was informed by Mayor G. Blatz that, with the Curling Club no longer in operation, the curling rink may be returned to the Village, who owns the land. Options for repairing and utilizing the building were discussed by Council, in the event of this occurrence.

e) *RECREATION BOARD RE: INSURANCE – Mayor G. Blatz*

Mayor G. Blatz addressed the outstanding over insurance of the skating rink building. The Administration is currently working with AUMA to amend the insurance coverage for the skating rink to correspond with the actual value of the property.

f) *REGIONAL FIRST RESPONDERS CONFERENCE – August 26 & 27, 2011 (Stettler)*

The Administration notified the Council of the Rural Communities First Responders Conference to be held in Stettler on Friday and Saturday, August 26 & 27, 2011. Fire Chiefs, municipal leaders, dispatch services personnel and first responders will meet to make decisions regarding issues and concerns related to rural first response during emergency situations. The Fire Department will decide if any members would like to attend.

MOTION 109/11: MOVED BY Deputy Mayor Yuha that the Village Council accept the information regarding the Rural Communities First Responders Conference as information as this conference pertains largely to the Fire Department.

CARRIED.

Laurie Callsen left the meeting at 8:40 p.m. and did not return.

g) *APPOINTMENT OF DIRECTOR OF DISASTER SERVICES*

The Administration requested that the Village Council appoint Tiffany Paul as the Village of Bawlf's Director of Disaster Services. A Deputy Director of Disaster Services must also be appointed.

MOTION 110/11: MOVED BY Councillor Robbins that the Village Council approve the appointment of Tiffany Paul, Public Works Director, as the Village of Bawlf's Director of Disaster Services.

CARRIED.

h) *REGIONAL CHILDREN'S CENTRE FUNDING REQUEST*

The Administration informed the Council of a funding request from the Bawlf Playschool President for the operations of the Regional Rural Children's Centre. These funds had previously been approved to assist with the capital components of the second facility.

MOTION 111/11: MOVED BY Councillor R. Blatz that the Village Council request the Administration draft a letter inviting the Playschool Society to outline the details of their request to the Village Council at the August Council Meeting .

CARRIED.

i) *INSURANCE ISSUES – Councillor R. Blatz*

Councillor R. Blatz raised the concern that the insurance company of resident Armand Magnin was required to cover the costs for damages to his trailer when rocks were thrown against the trailer by a Village employee on a Village mower. Discussion arose regarding the details of the March 2011 claim submitted to the Village's insurance company for the damages that occurred in 2010. The Village Manager reported that the insurance adjuster representing the Village's insurer denied the claim based on the claimant not having permission to park his RV on Village property. It was also noted that there were inconsistencies in the statements provided by the claimant and the former Village employee.

The Village Manager left the meeting at 9:03 p.m. and returned shortly.

MOTION 112/11: MOVED BY Councillor R. Blatz that the Village Council pay Armand Magnin's insurance deductible and any increases in his insurance premium for one year in connection with the damage incurred by his trailer caused by the Village's grasshopper mower.

DEFEATED.

Council recessed for five minutes at 9:14 p.m.

John Ward left the meeting at 9:14 p.m. and did not return.

6. STANDING COMMITTEE REPORTS

a) *MAYOR'S REPORT*

As attached to these Minutes.

b) *ADMINISTRATION REPORT*

As attached to these Minutes. The Village Manager informed the Council of an attempted break-in at the Village Office and gravel theft from the Public Works yard. She also requested approval to attend a Policies and Procedures session to be held in Edmonton in September for a registration fee of \$125.00.

MOTION 113/10 MOVED BY Deputy Mayor Yuha that the Village Council approve the Village Manager's request to attend the Policies and Procedures information session scheduled for September 22 & 23, 2011 in Edmonton.

CARRIED.

Councillor R. Blatz returned to the meeting at 9:24 p.m.

MOTION 114/11: MOVED BY Mayor G. Blatz to extend the meeting beyond 10:00 p.m.

CARRIED.

c) *RECREATION & COMMUNITY SERVICES*

- i. *Dave Knipe Memorial Library – Councillor Robbins*
 - No meeting was held.
 - The next meeting will take place on Wednesday, August 24, 2011.
- ii. *Providence Place – Mayor G. Blatz*
 - A meeting was held on June 23, 2011.
 - A 10% increase to condo fees was approved.
- iii. *Sanden Court*
 - No meeting was held.
 - Councillor Reinke is unable to attend the upcoming meeting, but will request highlights from another attendee to present at the next Council Meeting.
- iv. *Bawlf & District Recreation Association – Councillor R. Blatz*
 - No meeting was held.
- v. *BRAED – Mayor G. Blatz*
 - No meeting was held.
- vi. *Shirley McClellan Regional Water Services Commission – Councillor R. Blatz*
 - Councillor R. Blatz was unable to attend the previous meeting.
- vii. *Regional Children’s Centre – Councillor Reinke*
 - Councillor Reinke was unable to attend the previous meeting.
- viii. *Protective Services – Deputy Mayor Yuha*
 - No meeting was held.

- ix. *Bawlf Parent Council Meeting – Deputy Mayor Yuha*
 - A meeting was held on June 16, 2011.
 - School modernization details were discussed; the new school will be 4070 sq m with a new gym of 595 sq m (double the size of the current gym) and a Home Economics lab; outside play areas and fields are not included in the budget.
 - The hot lunch program was very successful.
 - A survey will be sent to parents of grade 10/11 students regarding changing the 2012 Graduation date to an earlier Friday.

- Laptops will be purchased for 2012 Junior High students using GIC funds, and funding has been requested from BEST to purchase Notebooks for elementary students.
 - School council election results: Chair – Karen Naslund, Vice Chair – Blaine Fenske, Secretary – Gail Cunningham-Flemming, Directors – Cheryl McArthur, Roger Bellingham, Carol Naslund, Andrea Uglem, and Stephanie Jacobsen.
- x. *Bawlf School Modernization Meeting – Deputy Mayor Yuha*
- A meeting was held on June 20, 2011.
 - BRSD representatives, Parent Council, Mrs. White, and Jody Yuha attended.
 - Bawlf has a comparatively large amount of land available to develop.
 - The new school's appearance, and the specific needs of both students and the community are currently being considered; the province will request an RFP for an Architect.
 - The new school will be 4074 sq m with a 400 student capacity. The existing school is 4310 sq m with a 453 student capacity.
 - It was suggested that community groups consider the possibility of making use of the old gym. BRSD indicated that keeping the old gym would result in its square footage being removed from the construction of the new gym.

Councillor R. Blatz left the meeting at 10:16 p.m.

7. CORRESPONDENCE

- a) Alberta Municipal Services Corporation (AMSC) Insurance – Follow Up Email Regarding Alcohol Liability Insurance
Accepted for information
- b) Fortis Alberta Backgrounder RE: 2012/2013 Distribution Tariff Application
Accepted for information
- c) Parkland Regional Library 2010 Annual Report
Accepted for information
- d) AUMA News Release
Accepted for information
- e) Muscular Dystrophy Awareness Month
MOTION 115/11: MOVED BY Councillor Reinke that the Village of Bawlf declare September 2011 as Muscular Dystrophy Awareness Month.

CARRIED.

Councillor R. Blatz returned at 10:20 p.m.

The Communications Coordinator left the meeting at 10:22 p.m. and did not return.

8. CONFIDENTIAL ITEMS

MOTION 116/11: MOVED BY Councillor Robbins that Council move in camera at 10:25 p.m. to discuss personnel matters.

CARRIED.

Council returned to the open meeting at 10:54 p.m.

11. ADJOURNMENT

The meeting adjourned at 10:55 p.m.

These minutes were approved at the Regular Meeting of Council held August 17, 2011.

MAYOR

VILLAGE MANAGER