



**REGULAR MEETING OF COUNCIL
MINUTES**

Thursday, February 4, 2021 @ 6:00 pm.

Blended Meeting: Council Chambers & Zoom Electronic Conference

In Council Chambers: CAO Theresa Fuller, Councillor Darren Pearson , Councillor Lynn Schultz, Mayor Penny Shantz. (arrived at 5:50 pm)

By Zoom: Deputy Mayor Rosella Peterman, Councillor Rob McDonald (Connected 5:55 pm), Foreman Murray Holroyd

Recording Secretary: Theresa Fuller

Absent: None

Press: Stu Salkeld (East Central Review) – (Connected by Zoom 5:55 pm)

Public: None

1. CALL TO ORDER by Mayor Penny Shantz at 6:02 pm
2. MOTION to proceed with Blended meeting, Council Chamber and Zoom Electronic Connection

MOVED by Councillor Pearson to proceed with blended meeting, Council Chamber and Zoom Electronic Connection.

MOTION #016-2021

CARRIED UNANIMOUSLY

3. PUBLIC HEARING – None.

4. ADDITIONS & AGENDA APPROVAL

MOVED by Councillor Schultz to accept the Agenda of February 4, 2021 with the additions of New Business 8.4 Budget Preparation Process and 8.5 Water meters

MOTION #017-2021

CARRIED UNANIMOUSLY

5. MINUTES

- 5.1 Minutes of the January 21, 2021 Regular Meeting of Council

MOVED by Councillor McDonald to accept the minutes of January 21, 2021 Regular Meeting of Council as presented.

MOTION #018-2021

CARRIED UNANIMOUSLY

6. DELEGATIONS

7. BYLAWS

- 7.1 Bylaw #801-2021 Amend Utility Service Fee – Trickle Rate

MOVED by Deputy Mayor Peterman to proceed with second reading of Bylaw #801 – 2021 Amend Master Rates and Schedules Bylaw 760-2014; Non-Metered Rates, Trickle properties.

MOTION #019-2021

CARRIED UNANIMOUSLY

MOVED by Councillor McDonald to proceed with third and final reading of Bylaw #801 – 2021 Amend Master Rates and Schedules Bylaw 760-2014; Non-Metered Rates, Trickle properties.

MOTION #020-2021

CARRIED UNANIMOUSLY

8. NEW & UNFINISHED BUSINESS

8.1 Annual Policing Cost

Discussion progressed. The annual policing cost will be included in the town of Bashaw's operating budget. Information regarding the impact on the town budget will be included with the tax notices.

8.2 Motion Approving Municipal Banking Institution

MOVED by Councillor Pearson that the Bashaw Servus Credit Union be approved as the Town of Bashaw's Municipal banking institution.

MOTION #021-2021

CARRIED UNANIMOUSLY

8.3 Fire Department firefighters Fund Balance Information

The statement has been shared for information. The Fire Department is anticipated to resume training once COVID restrictions allow it. Their next meeting, they will generate a cheque for funds above \$5000.00 to be placed in a reserve or provide information on their budget for it.

8.4 Budget Preparation Process

Administration provided council with information regarding the budget preparation. The provincial budget is released the end of February, this provides grant information. Assessments are released the end of February this provides the town with information, and assessments are reconciled into financial software. The audit is completed by April, having the adjusting journal entries ensures the accuracy of budget by ensuring the year-to-date actuals are included.

The budget is reviewed by administration and public works staff. It is refined to reduce expenditures as best as can be determined. Administration will provide the budget earlier to council members, prior to the meeting it is planned for review and approval.

8.5 Water Meters

Councillor Schultz asked administration why the number of replacement meters in the public works report was 125, when initial discussions the number of meters was 75 – 80 meters. Administration informed council there was an error. The initial projections were from a report that lacked detail, when a detailed report for the change outs was generated, it reflected 125 meters. It is suspected that some of the older Neptune meters were not included in the initial estimation. The initial estimation appears to be based on the number of meters that were reading gallons.

9. COMMITTEE & STAFF REPORTS

9.1 Committee Reports

- a. Mayor Shantz – No meetings to report.
- b. Deputy Mayor Peterman – No meetings to report.
- c. Councillor McDonald – No meetings to report.

d. Councillor Pearson – Nothing to report

e. Councillor Schultz – Nothing to report.

9.2 Staff Reports

- a. Foreman Report – see attached.
- b. CAO Report – see attached.

MOVED by Councillor Pearson to approve the reports as information.

MOTION #022-2021

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

- 10.1 Municipal District of Bonnyville – Stronger Western Canadian Municipal Advocate
- 10.2 Census Management Office – Resolution request
- 10.3 Municipal District of Spirit River No. 133 – Copy Letter to Premier Kenney
- 10.4 Infrastructure Canada – Impact assessment & Indigenous Peoples consultation
- 10.5 AUMA – 2021 Annual AMSC Insurance Renewal
- 10.6 Mackenzie County – Copy of Letter to Premier Kenney

MOVED by Councillor Schultz to accept correspondence as information.

MOTION #023-2021

CARRIED UNANIMOUSLY

MOVED by Councillor McDonald that Council close the meeting to the public for Agenda Item 11.1 – Bashaw Golf & Country Club - FOIP Section 16 at 6:38 pm

MOTION #024-2021

CARRIED UNANIMOUSLY

Foreman Holroyd exited the meeting at 6:38 pm. Press representative Stu Salkeld departed the meeting at 6:38 pm.

11. CLOSED MEETING OF COUNCIL

- 11.1 Bashaw Golf & Country Club – FOIP Section 16

MOVED by Councillor Schultz to come out of Closed Meeting of Council at 6:57 pm.

MOTION #025-2021

CARRIED UNANIMOUSLY

12. NEXT MEETING: February 18, 2021 – 6:00 pm, Blended Meeting – Council Chamber by RSVP and Zoom Access.

13. ADJOURNMENT – Councillor McDonald at 6:58 pm

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER