

AUGUST 2011 MEETING MINUTES

VILLAGE OF BITTERN LAKE

REGULAR MEETING OF COUNCIL

AUGUST 8, 2011 @ 7:00 pm in the Village Office.

IN ATTENDANCE

Mayor Feth
Councillor Booth

Deputy Mayor Debnam
CAO Fuller

CALL TO ORDER

#75/11

Mayor Feth called the regular meeting to order at 7:00 pm.

Carried.

AMENDMENTS AND

ACCEPTANCE OF AGENDA

#76/11

Deputy Mayor Debnam requested the addition of the Community Hall locks under New Business.

Mayor Feth made a motion accept the additions to the agenda and amended agenda.

Carried.

CONFIRMATION OF

MINUTES

#77/11

Mayor Feth made a motion to accept the minutes as presented.

Carried.

GUESTS

Kevin Berkenbosch - President Bittern Lake Community Association
Kevin Berkenbosch was absent due to the Community Association meeting occurring at the same time as this meeting.

CORRESPONDENCE

Camrose County - Introduction of Mike Kuzio New Manager of Protective Svs.
Presented for information purposes.

Camrose County - McCarroll Water Connection

Discussion progressed, Council requested CAO Fuller to prepare a letter addressed to the Camrose County requesting complete disclosure of timelines and information regarding the initial connection for the McCarroll's.

UNFINISHED BUSINESS

1. Pump house project update

The Tender packages have been circulated, interest in the project has been very good.

2. Door to Door Campaign Dates: complete and formal dates.

Council has opted to proceed with the survey in the fall, once summer has concluded. The rationale is due to summer, many residents have been away and it would be difficult to connect with the majority of residents.

3. Regional Emergency Management Follow up

No new updates at this time.

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78/11

4. Commercial Lot Sales - decide advertised price

Mayor Feth made a motion to advertise the lots at \$ 24 800.00

Carried.

5. Occupational Health and Safety

No new updates at this time.

6. Flagpole installation

Currently awaiting a quote from Grant Ambler. The discussion progressed regarding the cement. The flagpole will take only 1 meter of cement, the minimum for delivery is 3 meters, it is advantageous to have another mini project to use the balance of the cement on. PW Brattinga has suggested a step for the new public works shop. CAO Fuller to follow up with Public Works Foreman Brattinga to ensure he is able to frame it.

CAO Fuller also to follow up with Grant Ambler regarding the quote.

7. AltaLis digital Data Agreement - Infrastructure tracking discussion

Discussion progressed regarding the advantages and the costs of tracking infrastructure electronically.

Council would prefer to discontinue the agreement at this time, due to costs.

8. Bittern Lake Community Association Update, discussion

Deputy Mayor Debnam informed the group that the Bittern Lake Community Association had their meeting at the same time. He proceeded to inform the group about the building requiring some attention on the eaves troughs. The lack of eaves troughing was causing water to go into the basement.

Quotes have been obtained, Mayor Feth had mentioned that he had some sections of eavestroughing that he would be willing to donate. Discussion progressed with solutions on how to proceed.

NEW BUSINESS

79/11

1. Employment Contract Draft Discussion

Mayor Feth made a motion to accept the Employment Contract as presented.

Carried.

2. CAO Contract - Draft Discussion

Discussion progressed with regard to the contract. CAO Fuller to review the contract and ensure the terminology is consistent with the CAO Bylaw.

3. Personnel Policy Draft Discussion

Discussion progressed with regard to the document. There are areas of the document that may not be applicable to the Village staff, simply due to size. CAO Fuller to review document and remove areas that may not be applicable.

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4. Bittern Lake Community Association Audit Arrangements

Mayor Feth made a motion to request Jill Tinson to audit the Community Association books.

#80/11

Carried.

5. Bittern Lake Community Association - Financial Program Arrangements

The cost to add the Community Association to the current MIG Software is not practical, nor is purchasing Quick books or Simply Accounting. The number of transactions is not very large at this time. CAO Fuller to arrange more cost effective means of tracking the financials on behalf of the Community Association.

6. Storage Request/ New Public Works Building Sale?

Discussion progressed. Council agreed that they currently are not considering sale, as the building is required for storing Village equipment.

As for indoor storage, the Village residents are to get preference on storage, and if there is room for others, consideration will be given.

Council recommended to CAO Fuller to advertise now for Residents that way we will have a better idea on what space is available.

7. Bittern Lake Community Hall lock changes

Discussion progressed with regard to keys to the facility. We do not have any idea who all has keys to the facility, and also there are at least four different locks to access the building. To simplify it would be beneficial to have the building re-keyed to one lock.

Mayor Feth made a motion to have locks re-keyed to one key on the Bittern Lake Community Hall.

#81/11

Carried.

CAO REPORT

See August 2011 CAO Report.

CAO Fuller asked Council if they had any further questions in addition to the report.

Council members had no further questions.

FINANCIAL

#82/11

Mayor Feth made a motion to approve the financials.

Carried.

ADJOURNMENT

#83/11

Mayor Feth made a motion to adjourn the meeting at 8:45 pm.

Carried.

NEXT MEETING

7:00 pm --- September 12, 2011 at the Village Council Chambers.

Mayor Ken Feth

CAO, Theresa Fuller
