

MARCH 2010 MEETING MINUTES

VILLAGE OF BITTERN LAKE

REGULAR MEETING OF COUNCIL

March 8, 2010 @ 7:00 pm in the Village Office

IN ATTENDANCE

Mayor Sheldon Sendeki
Councillor Robyn Booth

Deputy Mayor Earl Debnam
CAO Theresa Fuller

CALL TO ORDER

The regular meeting of Council was called to order by Mayor Sendeki at 7:05 PM

AMENDMENTS AND

ACCEPTANCE OF AGENDA Mayor Sendeki made a motion to accept the agenda as presented.

#22/10

Carried.

CONFIRMATION OF

MINUTES

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

#23/10

Carried.

GUESTS

No Guests present.

CORRESPONDENCE

Request for Topics; MLA's at next Mayor, Reeve, CAO meeting

CAO Fuller informed the group the next Mayor, Reeve, CAO meeting there would be all four MLA's in attendance. Did council have any issues they would like presented, so that in preparation for the agenda it could be listed.

Radiofrequency Handheld contract

The contract for the Handheld is slated to be \$ 1621.00. This maintenance contract includes software updates as required and offers a replacement Handheld should ours require service.

Mayor Sendeki made a motion to accept the maintenance contract for the Handheld.

#24/10

Carried.

UNFINISHED BUSINESS

1. Bittern Lake Community Hall meeting - What's next?

Next meeting to recruit/obtain more board members is March 15, 2010 at 7:00pm. The next meeting of the Hall and Village council has not been set. Tabled for now, until we have information from the Hall Volunteers.

2. Storage Space in new PW Shop

CAO Fuller presented the possible price at fair market value for storage in the new public works shop to be \$ 50.00 per month for a 10' by 20' space. Therefore if individuals would like a larger space it would be multiples of.

Mayor Sendeki made a motion that a public notice will go out advertising indoor storage for rent at \$ 50.00 per month for 10' by 20' space.

25/10

Carried.

3. Recycling proposal

Mayor Sendeki made a motion to hire Lyle Naslund as a Village Employee to fill the requirement of Recycling Personnel.

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Carried.

NEW BUSINESS

1. Disaster Bylaw Review

Tabled till after County Disaster preparedness meeting.

2. Water Rate Adjustments; Ervick Junction, County Connections, Village Residents.

CAO Fuller presented to council the Projected Water Calculations and proposed recommendations. Council reviewed the recommendations and discussed.

Council discussed the possibility of increasing the county connection residents water admin fees to \$ 44.50 and consumption charges for county connections and Ervick junction to \$ 1.65. This will be in alignment with village residents. Bylaw to be prepared for approval.

3. Assistant CAO Replacement Hiring

CAO Fuller discussed with council the possibility of hiring Sarah's replacement quite soon. We want to allow for some overlap to arrange to train the new person. At this time we are unsure of how long Sarah will be able to continue comfortably.

Mayor Sendeki made a motion for CAO to proceed with advertising and hiring the replacement staff for the Financial Assistant/Assistant CAO position.

#27/10

Carried.

4. Garbage Fee Follow up

Previous meeting required discussion about the possibility to remove one garbage bin to reduce costs. Decided that it was not a feasible option, all four bins continue to be full on an ongoing basis, we are simply creating another problem. At this time the additional Garbage costs will proceed to be absorbed through tax revenue, unless other options can be determined through grant funding. No increased user fees at this time.

5. 2010 Assessments and appeal procedure

The assessment and appeal procedure has changed due to legislation. The procedure is outlined on the Website - Municipal Affairs. Residents can appeal their assessments, not their taxes. Information to be shared with residents on the monthly Vibe.

6. Tax payment timelines

Most municipalities only give residents a maximum of two months to remit their taxes. Last year taxes were sent out in June and were expected to be paid by October 28, 2009. That is a five month timeline, should we consider revising. Most banking institutions make the payment the very last day of the timeline. Discussion progressed.

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Council requested CAO Fuller to draft a bylaw revising the timeline to four months. This 2010 tax year, assessments and tax notices will be coming out by May 1, 2010, subsequently the payment due date will be by two business days before the end of the month of August 2010.

Monthly payments will be acceptable, as long as payment terms are upheld.

7. Recreation Area Land appraisal

Mayor Sendecki made a motion to proceed with discussion in camera at 8:45pm.

#28/10

Carried.

Council came out of camera at 9:00 pm.

CAO Fuller to access resources to find out information on how to proceed. With the next step.

8. Final budget review meeting; book date

The final Budget review meeting date was scheduled for Wednesday, April 7, 2010 at 6:30pm. This is to be a private meeting at this time in order to avoid disclosing Foip- able information.

9. Audit Preparation

Tien Rostad is scheduled to come out and meet with staff on March 15, 2010. Most items are prepared for their review.

10. Regional Assessment Board - Require one Rep ASAP

Council requested CAO Fuller to approach the following three individuals; Preston Kostura, Barry Hoyme, and Al Corbett.

CAO REPORT

How to read Financial Statements - Aleks Nelson info

Aleks Nelson from Municipal Affairs will be meeting with the CAO Group to share her version of How to read Financial Statements. She is planning to taylor the presentation for Elected Officials for information, this way she can use the CAO Group for feedback. Information to come when it will be accessible to elected officials.

CAO out of office - Dates

CAO Fuller to attend the LGAA Conference in Red Deer, March 17 - 19, 2010, Power of Professionalism, March 10, 2010 and March 15, 2010 the Auditor will be coming to the Village office.

FINANCIAL

Mayor Sendeck*i* made a motion to accept the financials as presented.

#29/10

Carried.

ADJOURNMENT

Mayor Sendeck*i* made a motion to adjourn the regular meeting of council at 9:15 pm.

#30/10

Carried.

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~~NEXT MEETING~~

April 12, 2010 @ 7:00 pm, Village Office
March 8, 2010 @ 7:00 pm in the Village Office

Mayor Sheldon Sendeki

CAO, Theresa Fuller