

ORGANIZATIONAL COUNCIL MEETING 2010 MEETING MINUTES

VILLAGE OF BITTERN LAKE

ORGANIZATION MEETING OF COUNCIL

OCTOBER 26, 2010 @ 7:00 pm in the Village Office.

CALL TO ORDER 7:00 Meeting Started.

AMENDMENTS AND

ACCEPTANCE OF AGENDA CAO Fuller requested the addition of Signing Authority.

GUESTS

TNT Canada Consultants: Tyler Brake and Tarek Saman
Camrose Canadian Representative: Vince Burke,
Bittern Lake Director Emergency Management: Charles Jarvis

NEW BUSINESS

Appointment of Mayor

All three elected councillors received a ballot and voted.
Kenneth Feth was unanimously voted Mayor.

Appointment of Deputy Mayor

All three elected councillors received a ballot and voted.
Earl (Charlie) Debnam received 2 out of possible 3 votes.
Earl (Charlie) Debnam was voted Deputy Mayor.

Official Oath of Office - Council

Each elected official proceeded with their oath and signing of their affidavit.

Official Oath of Office - Mayor

Mayor Feth proceeded with his Oath of office and signed the affidavit.

Procedural Bylaw

Brief discussion proceeded. Mondays presented a challenge for one council member.

Council requested a change to the procedural Bylaw; Request to change council meeting to the second Tuesday of every month at 7:00pm.

Procedural Bylaw to be read at next regular meeting of Council.

Manager's Bylaw

Council requested to review the bylaw prior to the next council meeting.
Item to be addressed at next council meeting.

TnT Consulting - Pump house Upgrade

Tarek informed the new council of the history of the project.

Tarek and Tyler departed from Genivar to improve their services to smaller communities. They claim to save the village 7 - 12% on construction and engineering costs.

Winter construction can be advantageous due to costs; it is considered a contractors low season.

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Due to the project being public funded TNT Canada Consulting intend to proceed with a request for Qualification first and obtain qualified contractors that specialize in these projects.

CAO Fuller shared the pictures of the piping with council and the public in attendance.

Scope of work is to meet all Alberta Environment Guidelines to accommodate future expansion within the next 25 years. Change out manholes to pressure chambers, Genset. Alarms are not in place at this time, as well as requiring the galvanized/stainless steel pipe replacement.

Chlorine recirculation system will be installed into the reservoir. Most of the work on pump house is controls and instrumentation, as well as fire pump replacement. Water line replacement is within the pump house and 2 -3 meters beyond the pump house.

Next step is to put design together, cost estimate, meet with Water Operators, Camrose (Mike Hisey and Shaun Masculak) Discuss with operators proper staging of the water use.

Projects like this generally would take 4-6 months to complete, this is unique as we want to have minimal shutdown. TNT Canada Consulting Will Warranty the work for 2 years on the equipment, offer training on the new system once the project is complete. TNT Canada Consulting are also prepared to be accessible for support.

Village Residents will receive notifications of water shut offs; as required to ensure the transition is smooth.

Tarek and Tyler are willing to meet with council, answer questions, view the project, do a tour to ensure understanding the scope of the project.

CAO Fuller to arrange Council tour date .

Council Board and Committee Appointments:

Bittern Lake Community Association

121/10

Mayor Feth made a motion to delegate Deputy Mayor Debnam as the 2010 Bittern Lake Community Association Representative.

Carried.

Sanitary Landfill Committee

#122/10

Deputy Mayor Debnam made a motion to delegate Mayor Feth as the 2010 Sanitary Landfill Committee Representative.

Carried.

Bittern Lake Rosenroll Cemetery Committee

#123/10

Mayor Feth made a motion to delegate Deputy Mayor Debnam as the 2010 Bittern Lake Rosenroll Cemetery Committee Representative.

Carried.

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- Bittern Lake - Sifton History Book Committee
- # 124/10 Mayor Feth made a motion to delegate Deputy Mayor Debnam as the 2010 Bittern Lake - Sifton History Book Committee Representative. Carried.
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- Bittern Lake Communities in Bloom Representative
- # 125/10 Mayor Feth made a motion to delegate Councillor Booth as the Bittern Lake Communities in Bloom Representative. Carried.
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- Public Information Officer - Bittern Lake Disaster Services Committee
- # 126/10 Mayor Feth made a motion to delegate Councillor Booth as the Public Information Officer for the Bittern Lake Disaster Services Committee. Carried.
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- Director of Emergency Management - Charles Jarvis
- # 127/10 Deputy Mayor Debnam made a motion to delegate Charles Jarvis as the Director of Emergency Management. Carried.
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- Parkland Regional Library Board
- # 128/10 Councillor Booth made a motion to delegate Mayor Feth as the Parkland Regional Library Board Representative for the Village. Carried.
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- BRAED Representative
- #129/10 Councillor Booth made a motion to delegate Mayor Feth as the BRAED Representative. Carried.
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- Boomtown Trail Representative
- # 130/10 Mayor Feth made a motion to delegate Councillor Booth as the Boomtown Trail Representative. Carried.
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- Signing Authority
- #131/10 Councillor Booth made a motion to remove Sheldon Sendeki from signing authority for the Village of Bittern Lake. Carried.
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- # 132/10 Councillor Booth made a motion to add Mayor Feth as a signing authority for the Village of Bittern Lake. Carried.
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133/10 Councillor Booth made a motion to retain Deputy Mayor Debnam as a signing authority for the Village of Bittern Lake. Carried.

134/10 Deputy Mayor Debnam made a motion to retain CAO Fuller as a signing authority for the Village of Bittern Lake. Carried.

135/10 Deputy Mayor Debnam made a motion for the Village account to continue to require two signatures on each cheque. Carried.

Subdivision and Development Appeal Board

Past members: Preston Kostura, Al Corbett (moving) Barry Hoyme, and Dennis Wishnowski.

CAO Fuller to confirm with the past Representatives if they are willing to continue.

CDSS Village Representative - Dennis Wishnowski

Mr. Wishnowski was in attendance at the October meeting of council. At the October Regular meeting of council a resolution was passed for Mr. Wishnowski to remain the Villages CDSS Representative.

Regional Assessment Review Board - Designate a new Representative

Council decided to table this items until training dates are available.

Remuneration Rates:

Past Rates: \$ 135 for Mayor, \$ 90.00 for Deputy, council, etc. \$ 30 Development Appeal Committee Members. Regional Board Members are reflected in the schedule in the Bylaw.

136/10 Deputy Mayor Debnam made a motion to adopt the same remuneration rates. \$ 135.00 for Mayor, \$ 90.00 for Deputy, council etc. And \$ 30.00 Development Appeal Committee Members. Carried.

137/10 CAO Fuller informed Council standard practice has been for the CAO and the Assistant CAO to receive the same remuneration as a council member. CAO Fuller asked council if they would like to make changes to this practice. Discussion proceeded. Deputy Mayor Debnam made a motion that the CAO and Assistant CAO receive same rate as council when attending council or evening meetings. Carried.

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Mileage - 0.45 per km.

Council had a discussion regarding the mileage rate.

Deputy Mayor Debnam made a motion for the mileage rate to remain at 0.45 per km.

138/10

Carried.

Council, Disaster Services Conference Attendance Honorarium:

DEM: < 4 hours --- \$ 85.00, > 4 hours ---- \$ 170.00

Council Full Day: \$ 135.00

CAO Fuller to find out from the CAO group going rates for the area in the capacity of DEM.

Charles Jarvis - shared his observations and information about the Mock Disaster at Bashaw. Ferintosh was also set up as a location of involvement.

Stakeholders summit - conference in Edmonton. Would council consider sending DEM?

Dates: November 8, 9, 10 in Edmonton.

Deputy Mayor Debnam made a motion to approve Chuck attending the Disaster and Stakeholder's conference. (Stakeholder's is the day following the Disaster Conference.)

139/10

Carried.

CAO Fuller to arrange to find out the costs to attend, that way a council member can consider attending potentially.

Municipal Sustainability Plan Review

CAO Fuller informed council about the various plans in place. Most plans in place are simple framework, they require council to fill in or decide what they would like to focus on in their community.

Discussion progressed. Council expressed it would be beneficial to go through plans and have discussions to determine focus areas, etc.

CAO Fuller to recommend dates at next council meeting.

Multiyear Capital Infrastructure Plan Review

CAO Fuller shared the plan with council. Very brief orientation to the plan and discussion about changes, and pricing estimates.

Itinerary Confirmation - New council orientation, AEMA Training.

CAO Fuller requested council members to confirm their availability for attending the New Council Orientation in Bashaw and the AEMA Training at the County office in December.

All council members agreed to attend and DEM Charles Jarvis.

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ADJOURNMENT

140/10

Mayor Feth made a motion to adjourn the meeting at 9:59 pm.

NEXT MEETING

Regular Council Meeting Scheduled for November 9, 2010.

Mayor Ken Feth

CAO, Theresa Fuller