

## AUGUST 2013 MEETING MINUTES

VILLAGE OF BITTERN LAKE

REGULAR MEETING OF COUNCIL

August 12, 2013 @ 7:00 pm in the Village Office.

### IN ATTENDANCE

Mayor Ken Feth Deputy Mayor Charlie Debnam  
CAO Theresa Fuller  
Councillor Booth was absent, notice given by email.

### CALL TO ORDER

#78/13

Mayor Feth made a motion to call the meeting to order at 7:02 pm

Carried.

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### AMENDMENTS AND

### ACCEPTANCE OF AGENDA

#79/13

Mayor Feth made a motion to approve the agenda as presented.

Carried.

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### CONFIRMATION OF MINUTES

Mayor Feth requested that the minutes be approved at the next meeting.  
Councillor Booth was not in attendance to confirm the content.

### GUESTS

Ken Duncan - Boomtown Trail presentation - Postponed till after Election

Chris MacLennan - Table top Exercise and Emergency Response Manual

Chris called village office - August 12, 2013 was called away to work.

Lesa Debnam, Bailey Debnam, Barry Toms, Wendy Toms, Dora Grettum, Joyce Steinwandt, Ervin Steinwandt, Pat Schielke, and Kerry Grettum.

### CORRESPONDENCE

Alberta Transportation - BMTG Allotment

Presented for information purposes.

Farm Safety Smarts Donation Request

Presented for council consideration.

Support Request for Quebec Train Derailment

Presented for council consideration.

BRAED Minister's Municipal Excellence Award

Presented for information purposes.

### UNFINISHED BUSINESS

1. Volunteer Work Bee at Community Hall

Request for decision generated for council review. Floor was turned over to Mr. Kerry Grettum, see next agenda item.

2. Bittern Lake Community Association Update - Deputy Mayor Debnam/Kerry Grettum

Mayor Feth gave Mr. Grettum the floor. Kerry informed council that he made some copies for notes. Thanked council for the opportunity to speak. Proceeded to inform council regarding the history of the hall with regard to when it was built by local volunteers.

Over the years, the hall board has floundered, now the interest has been increasing due to the various activities occurring at the hall.

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Two years ago it was decided that the village would complete repairs for the hall. It had been determined that the village owned the hall and should take responsibility for the hall.

The building continues to have issues with drainage around it, eavestroughing and slope/grade issues around the building. The basement does get water into it.

The hall board had requested to proceed with a work bee to repair damaged areas of the basement and drainage issues; this was at the July council meeting. At the time, no decision to proceed had been made.

Mr. Grettum expressed that they were disappointed in the door installation and felt that the pin pad lock should be removed. The door installation needs to be completed and finished so it looks better.

All agreed that the kitchen, storage and wheelchair ramp need to be addressed, however the basement water damage is imminent. The board is really wanting to have the basement in public accessible shape in time for the Remembrance Day dinner, their largest fund raiser of the year.

Mr. Grettum expressed that the volunteers have the ability to assist with many various situations and felt that having contractors in to complete the work is cost prohibitive. Would prefer to make it happen with volunteers.

Mayor Feth agreed. However expressed that due process was a requirement, stating that council did not invent the process. They are responsible to follow process to ensure that all volunteers are protected while completing work on a village building. The repair must proceed with the correct precautions to protect the village's best interest and to protect the health and safety of the volunteers. Discussions progressed regarding roles and responsibilities. Both council and the hall board support the hall, the common goal is evident. The hall will fail without financial help, the hall board has decided to discontinue using the hall until the repair decisions have been made.

Council would like to ensure that the repairs proceed, damaged areas be removed properly and safely to protect all involved, this will ensure litigation is avoided.

Discussion progressed, need to know how many masks, for volunteers, and make the arrangements.

Deputy Mayor Debnam made the motion to approve the purchase of 6 masks, 12 mask cartridges, and rubber gloves, the safety equipment required for the volunteer work bee.

#80/13

Carried.

#81/13

Deputy Mayor Debnam made a motion to approve the Hall board to proceed with the work bee, under Public works supervision and co-operation.

Carried.

~~Discussion progressed regarding what funds had been allocated to the hall, and~~  
what should be the priority. The Hall board felt that the water damages in the basement should be priority and proceeding with those repairs take precedence.

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Council explained how we have proposals in process/discussion to repair the hall, however they take time to review and approve, make decisions regarding funding, etc.

Denise Brattinga asked if the hall board could direct some of their funds to the hall repairs. The hall board basically would decide what to do with their funds, however some of the grant funds granted from the village; simply need to notify the village of the intention to use funds.

Discussion progressed around how much has the village allotted the past few years to the hall, and what has been completed.

3. Bittern Lake Hall Proposal

Discussion progressed. Hall board would like the basement to be addressed high priority.

4. CAO Performance Review - Book Date

Tentatively booked for September 9, 2013 after regular meeting of council.

NEW BUSINESS

#82/13

1. Occupational Health and Safety Policy

Mayor Feth made a motion to approve the Health and Safety Policy as presented.

Carried.

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2. Hall Bookings - Councillor Booth

Table for next meeting.

3. Additional Grant Sources - Councillor Booth

Table for next meeting.

4. AAMDC Annual Membership

Deputy Mayor Debnam made a motion to approve the AAMDC Annual membership fee.

#83/13

Carried.

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5. Returning Officer/Election preparation

Mayor Feth made a motion to approve Louise Lewis as returning officer at a price of \$300.00 for election day.

#84/13

Carried.

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#85/13

Mayor Feth made a motion to approve the deputy fee at a price of \$200.00.

Carried.

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In Camera Items

Were not discussed, tabled for next meeting agenda.

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CAO REPORT

August 2013 CAO Report generated for Council Review.  
Council had no questions.

FINANCIAL

#86/13

Mayor Feth made a motion to approved the financials as presented.

Carried.

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ADJOURNMENT

#87/13

Mayor Feth made a motion to adjourn the meeting at 8:10 pm.

Carried.

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NEXT MEETING

Regular Meeting of Council September 9 , 2013, 7:00 pm.

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Mayor Ken Feth

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CAO Theresa Fuller