

**Town of Bow Island
Minutes
Regular Meeting of Council September 25, 2017**

Resolution #2017-09-12 to 2017-09-26

Minutes of the regular meeting of Council of the Town of Bow Island held in Council Chambers on September 25, 2017. A quorum of Council being present Mayor Reynolds called the meeting to order at 6:30 p.m.

Present: Mayor: Gordon Reynolds
Councillor: Alan Hyland
Bernice DeLeenheer
Kevin Davis
Rob Ficiur
Nan MacLean
Marjorie Moncrieff
Town Manager: Anna-Marie Bridge
Recording Secretary: Monique Kusters
Public Works Manager: William Lyons
Jamie Rieger, Commentator Reporter

2. Agenda

2017-09-12 Moved by Councillor Moncrieff "The revised agenda be approved as presented."
Carried Unanimously

3. Minutes

a) Council Minutes – September 11, 2017

2017-09-13 Moved by Councillor Hyland "To accept the minutes of the Regular Meeting of Council held on September 11, 2017 as presented."
Carried Unanimously

b) Committee of Whole Council Notes – September 18, 2017

2017-09-14 Moved by Councillor MacLean "To accept the notes of the Committee of Whole Council held on September 18, 2017."
Carried Unanimously

4. Business Arising from the Minutes

**a) Bylaw 2017:04
Re: Cemetery Bylaw**

Town Manager Bridge contacted four different funerals homes, they advised the urns are not sealed. The cost for fiberglass vaults are

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anywhere between \$450 to \$553.00. The cost of a concrete vault starts at \$250 and then goes up from there. With the changes we are recommending to the bylaw to the family could choose either a concrete or fiberglass vault.

2017-09-15 Moved by Councillor Ficiur "Bylaw 2017:04 be read a second time."

Carried

2017-09-16 Moved by Councillor Davis "Bylaw 2017:04 be read a third time."

Carried

b) Oiling 7th Avenue East – Bow Island Lodge & Hiebert Cabinets

Mr. Lee from the Bow Island Lodge would like the portion of his property oiled and he is willing to pay the costs associated with it.

2017-09-17 Moved by Councillor DeLeenheer "The Town oil a portion of 7th Avenue East from the Visitor Information Centre approach to the east boundary of Hiebert Cabinets property; further a local improvement charge be assessed to the tax rolls for Bow Island Lodge and Hiebert Cabinets for their portion of the oiling costs."

Carried Unanimously

c) Franchise Fee Calculation

On the billing from your energy provider is a franchise fee which is being charged for both electricity and gas. We have been advised by ATCO Gas and Fortis Alberta included with the amount stating franchise fee is a property tax for each utility company. Council passed a resolution at the September 11, 2017 meeting to increase the franchise fees for both Fortis and ATCO Gas effective January 1, 2018. A fee increase calculation and explanation will be inserted into the utility bills prior to January 1, 2018.

5. Financial

a) Bank Reconciliation – ending August 31, 2017

2017-09-18 Moved by Councillor Moncrieff "The Bank Reconciliation ending August 31, 2017 be accepted as information."

Carried Unanimously

b) Net Costing Report – ending August 31, 2017

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2017-09-19

Moved by Councillor MacLean “The Net Costing Report ending August 31, 2017 be accepted as information.”

Carried Unanimously

6. New Business

a) Policy No. L-00-05

Re: Code of Conduct for Council and Committee Members

Policy No. L-00-05 has been tabled to the Bylaw Committee for review in regards to orientation and training and the complaint process.

b) Bylaw 2017:05

Re: To approve changes made to the Council Procedural Bylaw

Bylaw 2017:05 has been tabled to be reviewed by the Bylaw Committee together with Policy No. L-00-05.

c) Servus Credit Union

Re: Naming Rights for Arena

Renaming Rights for the Bow Island Skating Arena. To accept the proposal from Servus Credit Union and the arena will be named Servus Community Arena.

2017-09-20

Moved by Councillor MacLean “the Town of Bow Island to accept the Renaming Rights proposal from Servus Credit Union for a 5 year term commencing September 21, 2017 – September 21, 2022.”

Carried Unanimously

d) Outstanding Utilities

Re: Transfer to Taxes

2017-09-21

Moved by Councillor MacLean “the Town transfer the outstanding utilities to the respective tax account for a total amount of \$2,144.58.”

Carried Unanimously

e) Utilities

Re: Ossa Terra Ltd.

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To change the water rate for Ossa Terra Ltd. from the bulk water charge \$2.75/m³ to the residential rate \$1.87/m³.

2017-09-22

Moved by Councillor MacLean "The Town amend the rate for Ossa Terra Ltd. from the bulk water charge to the residential rate effective August 1, 2017."

Carried Unanimously

7. Cheque Listing

a) September 8 to 20, 2017

2017-09-23

Moved by Councillor Ficiur "To accept the cheque listing from September 8 to 20, 2017."

Carried Unanimously

8. Reports

a) Council

**Shortgrass
Library
Board**

Councillor Moncrieff attended the Shortgrass Library Board Meeting in Medicine Hat. A three person committee evaluated the performance of CEO Petra Mauerhoff.

**Health
Advisory
Council**

Councillor Moncrieff attended the Health Advisory Council meeting in Bassano on September 25th. A pilot project is underway to study the services of mid-wives under maternity care. The Flu-Immunization Clinics Start on October 23, 2017.

**Ambulance
& Fire Liaison**

Mayor Reynolds, Councillor Davis & Ficiur and Town Manager Bridge attended the Ambulance & Fire Liaison Meeting. Several topics were discussed.

**Pleasant View
Lodge**

Councillor Hyland and Moncrieff attended the Pleasant View Lodge Meeting. The policies and regulations were discussed and updated.

**SEEDS
Symposium**

Mayor Reynolds attended the Southeast Alberta Energy Diversification Symposium. Alberta Labour, Economic Development Alliance and the Medicine Hat College are working together to conduct a study of the emerging renewable energy industry in Southeast Alberta.

b) Town Manager

CP Rail

Town Manager Bridge reported to Council Canadian Pacific Railway will

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be installing gates and flashing lights at the crossing on 10th Street East. They will start the work in the middle of October and should be completed within approximately a week.

Staff

Town Manager Bridge reported we had two new employees start this week. They are David Klassen who will be working in Recycling with Shayne Morgan and Frank Blaszcak will be working in the Water/Wastewater Department. Carlyle Wikkerink will be working in Public Works.

**Westview
Crescent**

Town Manager Bridge reported Doug Mickey from MPE Engineering advised they would not be able to put the tile drain in the east/west laneway behind the existing houses due to the shallow utilities which are already servicing the properties. They will regrade the laneway and if required they will place filter cloth to give some stability to the ground.

Jamie Rieger, Monique Kusters & William Lyons departed the meeting at 7:35 p.m.

9. In Camera

2017-09-24

Moved by Councillor Moncrieff “the meeting go In Camera at 7:35 p.m. to discuss Land and Personnel.”

Carried Unanimously

2017-09-25

Moved by Councillor Moncrieff “the meeting revert to regular Council at 7:43 p.m.”

Carried Unanimously

10. Adjourn

2017-09-26

Moved by Councillor Ficiur “The meeting be adjourned at 7:44 p.m.”

Carried Unanimously

MAYOR

TOWN MANAGER