

**Minutes of the
Regular Meeting of the Council
Of the Town Of Castor
Held Monday, January 8, 2018
Council Chambers, Castor Town Hall
Castor, Alberta**

The meeting was called to order at 7:00 p.m. by Mayor Richard Elhard.

Councillors in

Attendance: Lonny Nelner, Rod Zinger, Travis Ryan, Brenda Wismer, Trudy Kilner, Tony Nichols.

Absent:

Also in

Attendance: Sandi Jackson – C.A.O.
Arjan Van Hienen – Foreman
Lynn Sabo – Castor Advance Correspondent
Emily Wheller – ECA Review Correspondent
Kyla Downey – Downey Environmental

Agenda: **001/18 MOTION:** Councillor Zinger that the agenda be approved.

CARRIED

Delegations/Interviews: Kyla Downey attended the Council meeting for the purpose of going through the Completion Report prepared by Parkland Geo. for Alberta Environment on behalf of the Town of Castor.

Ms. Downey explained that contamination was dug out but there is still some contaminates left. A liner was placed on the south end of the old home hardware property as well as around a portion of the pipe placed in 51st Street lying between 50th Avenue and 51st Avenue.

- During the exposure of the Home Hardware lot, a massive coal seam was unearthed.
- Since the property is more than 300m away from a body of water, some of the stricter guidelines were eliminated.
- Some exceedances were found in the alley to the south of the old Home Hardware lot but due to the fibre optics line, not a lot of excavating was done.
- The Town will, at the very least, need to place monitoring wells.
- A few significant changes were flagged, otherwise the report is ready to be sent to Environment.

Ms. Downey left the meeting at 7:30pm

002/18 MOTION: Councillor Ryan that the Phase III Environmental Site Assessment of the former Home Hardware Yard and 51st Street be accepted with a few justified changes and be sent to Alberta Environment.

CARRIED

Minutes: Council reviewed the minutes of the December 27, 2017 Regular Meeting of Council.

003/18 MOTION: Councillor Nichols that the Minutes of the December 27, 2017 Regular meeting of Council be approved.

CARRIED

Accounts: The Lists of Accounts was presented to Council for payment.

004/18 MOTION: Councillor Nelner that Account numbers 22545 to 22582 be approved for payment and that the list of Accounts be marked Schedule "A" and attached to these minutes of Council.

CARRIED

Correspondence:

Alberta Infrastructure: Information was provided to Council regarding the Canada Infrastructure Plan. Four funding streams were outlined as well as cost-sharing requirements. Community, Culture, and Recreation was the only stream that would likely apply to us. The Recreation Director is looking into the grant.

Provided for Councils information.

Canadian Badlands: A request for representatives was received.

005/18 MOTION: Councillor Zinger that Mayor Elhard, Councillor Wismer, and Councillor Kilner be designated as a representative to Canadian Badlands.

CARRIED

Old Business:

New Business:

Recreation Board Report: Mayor Elhard provided Council with report from the Recreation Board as follows:

- Jeff Bowen was voted in as a new Board Member.
- 3C's was unsuccessful in their bids for Provincial tournaments.
- Ball clinics are being booked for the spring with Softball and Baseball Alberta.
- Stacey Renschler has accepted the Arena Renovation Oversight Manager position and has requested a Leave of Absence from the Recreation Board.
- Natasha is looking into having the ball hockey program run at one of the schools this spring as it will not be possible to run it at the arena.

- The New Year's Eve fundraiser was successful and made approximately \$4000 for the arena renovation project. In addition, a \$1000 donation was received.
- Skate-a-Thon was also a success, raising over \$3000 for the minor hockey and skating programs.
- The Board recommended putting the old skate sharpener out for tender in the February Town newsletter once the new sharpener is up and running. Men's night out committee has committed \$2,000.00 towards the skate sharpener.
- Rec Board was informed of the fitness class cancellation.
- Some power skaters have gone out of Town for a different power skating program.

006/18 MOTION: Councillor Wismer that the Town of Castor approve the contract with Stacey Renschler as Arena Renovation Oversight Manager at \$25.00/hr for 10 hr./wk. It is understood the any hours in excess of 10 hr./wk. must be approved by the Recreation Director and one Board Member.

CARRIED

Employee Equipment
Use:

A request was made by an employee to borrow Town equipment in lieu of their accumulated time-in-lieu. We currently do not have a policy that addresses this.

007/18 MOTION: Councillor Zinger that a policy be made to not allow any personal use of Town equipment.

CARRIED

Gas Federation – O & M
Manual:

Updates to the Gas Federation O & M Manual are required from time to time throughout the year. The O & M Manual is used by the Town of Castor staff as a guideline in operating and maintaining the Town gas system.

008/18 MOTION: Councillor Nichols that the Town of Castor adopt the Gas Federation O & M Manual, as revised from time to time in 2018 as a guideline in operating and maintaining our distribution system.

CARRIED

ByLaw 1052
Borrowing for Operating:

A By Law for the purpose of borrowing funds for the purpose of financing operational expenditures.

009/18 MOTION: Councillor Ryan that ByLaw Number 1052 be Introduced and Read a First Time this 8th Day of January, 2018.

CARRIED

010/18 MOTION: Councillor Zinger that ByLaw Number 1052 be Read a Second time this 8th Day of January, 2018.

CARRIED

011/18 MOTION: Councillor Nelner that ByLaw Number 1052 be given a Third Reading at this Regular Meeting of Council.

CARRIED UNANIMOUSLY

012/18 MOTION: Councillor Nichols that ByLaw Number 1052 be Read a Third Time and Finally Passed this 8th Day of January, 2018.

CARRIED

Terms of Reference: The C.A.O. presented Council with the Terms of Reference for the Asset Management Committee for approval.

013/18 MOTION: Councillor Nelner that the Asset Management Committee Terms of Reference be approved as presented.

CARRIED

Building Development: A resident has requested that Council approve a variance of 5' to facilitate a new dwelling. Council had no issues with allowing the variance. The request will proceed to the Development Committee.

Committee Reports:

Councillor Nichols:

- Ag. Society annual meeting – 60 people attended. A new executive was elected. The Board is currently looking for a volunteer to take the secretary position. The Board is doing their best to keep above board with funding.

Foreman:

- Meter readings were completed and any meters not working were repaired.
- Experienced a couple small water breaks. Only one affected us as far as losses are concerned.

C.A.O.

- An ISL representative will attend the February 12 Council meeting to discuss the water study.

In Camera Session: Council moved to an in camera session to discuss an employee evaluation.

014/18MOTION: Councillor Ryan to move to an in camera session to discuss an employee evaluation.

CARRIED

Council moved to an in camera session at 8:05pm.

015/18 MOTION: Councillor to return to the Regular meeting of Council.

CARRIED

Council returned to the regular meeting at 8:39pm.

016/18 MOTION: Councillor Zinger to give a \$2,500.00 bonus to the Assistant C.A.O. for obtaining the Local Authority Administration Level I training.

CARRIED

Adjournment:

017/18 MOTION: Councilor Wismer that the meeting be adjourned.

CARRIED

The meeting adjourned at 8:42pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER