

**THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF OYEN WAS HELD IN THE COUNCIL CHAMBERS ON APRIL 14, 2011 AT 5:00PM**

- MEMBERS PRESENT** Mayor Christianson, Deputy Mayor Bedwell, Councillors Lehman, Thomson, Schroeder, and Brockmann
- MEMBERS ABSENT** Councillor Hertz
- Acting Municipal Administrator – Debbie Ross  
Recording Secretary – Charmain Snell
- GUESTS** Assistant Recreation Director, Lee Tucker  
Public Works Foreman, Darcy Dobrosky  
JMH Delegate, Jeff Benson  
MPE Delegate, Colin McNab
- CALL TO ORDER** Mayor Christianson called the meeting to order at 5:00 PM.
- ADOPTION OF AGENDA** It was moved by Councillor Schroeder to adopt the Agenda as amended:  
Remove Agenda Items:
7. Maternity/Parental Leave Policy amending Personnel Policy 109.00
  8. Compensation Strategy Policy addition to Personnel Policy 125.00
  9. I-pod MP3 Player Acceptable Use Policy addition to Personnel Policy 126.00
  10. Performance Appraisal Policy amending Personnel Policy 111.00
  11. Acceptable Internet and Electronic Mail Use addition to Personnel Policy 127.00
  12. Cell Phone Access and Usage Policy addition to Personnel Policy 128.00
- CARRIED UNANIMOUSLY**
- RECREATION** Town of Oyen Assistant Recreation Director, Lee Tucker, attended the Council meeting to report and answer questions from Council.
- It was moved by Councillor Thomson to accept the report as presented.  
**CARRIED UNANIMOUSLY**
- PUBLIC WORKS** Town of Oyen Public Works Foreman, Darcy Dobrosky, attended the Council meeting to report and answer questions from Council.
- It was moved by Councillor Schroeder to accept the report as presented.  
**CARRIED UNANIMOUSLY**
- AUDITOR** Delegate Jeff Benson, representing Johnson Morrison Hunter & Company LLP was in attendance to present the 2010 Audited Financial Statements for Council approval.
- It was moved by Councillor Lehman to approve the financial statements as presented. **CARRIED UNANIMOUSLY**
- MPE** Delegate Colin McNab, representing MPE Engineering was in attendance to report to Council on the conditions and possible measures that can be taken to remedy issues at the Lagoon and on 4<sup>th</sup> Street.
- RECESS 6:39 PM** It was moved by Mayor Christianson to recess at 6:39 PM for a dinner break.  
**CARRIED UNANIMOUSLY**

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MAYOR

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MUNICIPAL ADMINISTRATOR

April 14<sup>th</sup>, 2011

- RECONVENE  
6:53 PM**                    It was moved by Mayor Christianson to reconvene the Council meeting at 6:53 PM. **CARRIED UNANIMOUSLY.**
  
- PREVIOUS  
MINUTES**                    It was moved by Councillor Brockmann that the Council of the Town of Oyen adopt the minutes of the Council meeting of March 1, 2011, as presented. **CARRIED UNANIMOUSLY**
  
- BUDGET  
MEETING  
MINUTES**                    It was moved by Deputy Mayor Bedwell that the Council of the Town of Oyen adopt the minutes of the Budget Meeting of March 14, 2011, as presented. **CARRIED UNANIMOUSLY**
  
- BUDGET  
MEETING  
MINUTES**                    It was moved by Councillor Thomson that the Council of the Town of Oyen adopt the minutes of the Budget Meeting of March 18, 2011, as presented. **CARRIED UNANIMOUSLY**
  
- PUBLIC WORKS  
COMMITTEE  
MEETING MINUTES**                    It was moved by Councillor Schroeder that the Council of the Town of Oyen adopt the minutes of the Public Works Committee Meeting of March 23, 2011, as presented. **CARRIED UNANIMOUSLY**
  
- BUSINESS  
ARISING FROM  
COUNCIL/  
COMMITTEE**                    Deputy Mayor Bedwell questioned whether or not the Municipal Affairs workshop had been booked. Acting Municipal Administrator reported that the workshop had been booked.  
  
Councillor Thomson questioned the terminology within the meeting minutes as to whether minutes should read “CARRIED” or “CARRIED UNANIMOUSLY”.  
  
Mayor Christianson reported that the HR Group Management Consultants will be interviewing a possible candidate for the Municipal Administrators position on April 15, 2011.  
  
Councillor Schroeder reported on the turning of the compost pile.  
  
It was moved by Councillor Schroeder to have the compost pile moved from its present location to the Crossroads Centre. **CARRIED UNANIMOUSLY**  
  
Deputy Mayor Bedwell inquired as to the status of the Community Adaptation Fund Grant. Acting Municipal Administrator Debbie Ross reported that the required grant reporting has been completed and expenses to date are approximately \$360,000.00. The town’s total expense for this project is 25% of the total cost.  
  
It was moved by Deputy Mayor Bedwell to adjust the maximum investment, as stated in the Public Works Committee Meeting Minutes, for a new grader to \$75,000.00 **MOTION DEFEATED**
  
- ADMINISTRATOR’S  
REPORT**                    Council reviewed the Municipal Administrator’s Report submitted by Town of Oyen Acting Municipal Administrator, Debbie Ross.  
  
It was moved by Councillor Schroeder for the Town to get a remembrance gift for Doctor’s Pieter & Elzima Boucher. **CARRIED UNANIMOUSLY**
  
- DRAFT  
BYLAW NO.  
802-11**                    Draft Bylaw No. 802-11 was presented to Council for Second Reading. Being a By-law of the Town of Oyen to establish the position for the Chief Administrative Officer and to outline the duties and responsibilities of the Chief Administrative Officer.

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April 14<sup>th</sup>, 2011

The By-law was set forward to the Personnel Committee for further review.

**MA JOB DESCRIPTION**

It was moved by Councillor Brockmann to accept the Municipal Administrator’s Job Description as presented. **CARRIED UNANIMOUSLY**

**DRAFT BYLAW NO. 803-11**

Draft Bylaw No. 803-11 was presented to Council for adoption. Being a By-Law of the Town of Oyen to authorize the rates of taxation to be levied against assessable property within the Town of Oyen for the 2011 taxation year.

Acting Municipal Administrator Debbie Ross presented two different scenarios with respect to the possible mill rate that can be imposed for the 2011 taxation year. It was moved by Mayor Christianson to accept scenario #2. **CARRIED UNANIMOUSLY**

It was moved by Councillor Lehman that Bylaw No. 803-11 be given first reading. **CARRIED UNANIMOUSLY**

It was moved by Deputy Mayor Bedwell that Bylaw No. 803-11 be given second reading. **CARRIED UNANIMOUSLY**

It was moved by Councillor Schroeder that Bylaw No. 803-11 be presented for third reading. **CARRIED UNANIMOUSLY**

It was moved by Councillor Thomson that Bylaw No. 803-11 be given third and final reading. **CARRIED UNANIMOUSLY**

**MSI CAPITAL BUDGET**

It was moved by Councillor Brockmann to accept the MSI Capital Budget as presented. **CARRIED UNANIMOUSLY**

**MSI OPERATING BUDGET**

It was moved by Councillor Thomson to accept the MSI Operating Budget as presented. **CARRIED UNANIMOUSLY**

**PERSONNEL COMMITTEE**

Council directed the Personnel Committee to meet on April 21, 2011 at 1:00 pm in Council Chambers.

**DISASTER COMMITTEE**

It was moved by Councillor Thomson to have Council direct the Disaster Services Committee to meet. **CARRIED UNANIMOUSLY**

**TAX AUCTION**

It was moved by Councillor Schroeder to hold public auction for Plan 3731CD, Block 13, Lot 4 Tuesday, June 14, 2011 at 2:00 P.M. in the Council Chambers of the Town of Oyen at a reserve bid of \$52,620.00 cash. **CARRIED UNANIMOUSLY**

It was moved by Deputy Mayor Bedwell to hold public Auction for Plan 9511484, Lot 1 Tuesday June 14, 2011 at 2:00 P.M. in the Council Chambers of the Town of Oyen at a reserve bid of \$1,790.00 cash. **CARRIED UNANIMOUSLY**

**OFFER TO PURCHASE CONDITIONS**

The Acting Municipal Administrator Debbie Ross reviewed the current Offer to Purchase Conditions on Plan 4490AR, Block 2, Lot 1, 2, 3 with Council.

**AMEC PAYMENT**

The Acting Municipal Administrator Debbie Ross presented to Council, MPE Engineering’s recommendation of payment to AMEC for \$4,490.96. It was moved by Councillor Lehman to accept the recommendation of MPE Engineering and make the payment. **CARRIED UNANIMOUSLY**

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April 14<sup>th</sup>, 2011

- WEED INSPECTOR** The Acting Municipal Administrator Debbie Ross presented to Council two options for appointment of a Weed Inspector. It was moved by Councillor Brockmann to accept Option #2, to partner with Special Areas to allow their weed inspector, Trent Caskey, to be appointed by the Town of Oyen. Special Areas will bill for whatever time is spent to work in Oyen. **CARRIED UNANIMOUSLY**
- ECONOMIC DEVELOPMENT/ TOURISM COMMITTEE** It was moved by Deputy Mayor Bedwell for the Council of the Town of Oyen to strike an Economic Development / Tourism Committee. **CARRIED**  
Mayor Christianson, Councillor Brockmann and Councillor Schroeder volunteered to sit on this committee.
- GRADUATES** It was moved by Mayor Christianson to direct the Acting Municipal Administrator Debbie Ross to send a card and town pin to each of the new 2011 graduates from South Central High School. **CARRIED UNANIMOUSLY**
- COMMITTEE REPORTS** It was moved by Councillor Schroeder to accept the committee reports as presented. **CARRIED UNANIMOUSLY**
- ATCO SYMPOSIUM** Councillor Lehman informed Council that he is interested in attending the ATCO Symposium in Hanna, Alberta on May 10, 2011  
It was moved by Councillor Thomson that the Council of the Town of Oyen approve of the costs for Councillor Lehman to attend the symposium. **CARRIED UNANIMOUSLY**
- COMMUNITY ECONOMIC DEVELOPMENT TRAINING** Mayor Christianson and Councillor Schroeder informed Council that they are interested in attending the Community Economic Development Training.  
It was moved by Councillor Thomson that the Council of the Town of Oyen approve of the costs for Mayor Christianson and Councillor Schroeder to attend the training. **CARRIED UNANIMOUSLY**
- SENIOR'S WEEK** It was moved by Councillor Lehman for the Council of the Town of Oyen to proclaim June 6-12, 2011 as Senior's Week. **CARRIED UNANIMOUSLY**
- PALLISER FUTURES PROJECT** Acting Municipal Administrator Debbie Ross informed Council of the Palliser Futures Project that they can attend on May 4, 2011. There is no cost but, pre-registration is required. The Mayor and Council all requested to be registered for this event.
- CORRESPONDENCE** The Municipal Administrator and Council reviewed the balance of the Correspondence listed on the April 14<sup>th</sup>, 2011 Council meeting agenda.
- ADJOURNMENT** The meeting was adjourned at 8:52 PM.

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MAYOR

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MUNICIPAL ADMINISTRATOR