A REGULAR MEETING OF THE COUNCIL OF THE TOWN OF OYEN
WAS HELD IN THE COUNCIL CHAMBERS ON JANUARY 14, 2019,
AT 7:00 PM

PRESENT
Doug Jones Mayor
Stacey Wiechnik Deputy Mayor
Ed Hogan Councillor
Blake Hertz Councillor
James Walker Councillor
Jack Hauck Councillor

ABSENT
Joseph Lazzari Councillor

ATTENDING
Debbie Kovitch; Interim CAO, David Alderdice; CAO, Tanya Greenan; Recording Secretary, Lee Tucker; Recreation Director, Jordon Yake & Quinton Rowland; Public Works Representative.

CALL TO ORDER
Mayor Jones called the meeting to order at 7:03 pm

AGENDA
RESOLUTION by Councillor Walker to approve the agenda governing the regular Council meeting of January 14, 2019, with the addition of a request for Councillor Lazzari’s Leave of Absence.
CARRIED.

LEAVE OF ABSENCE
RESOLUTION by Councillor Hogan that the Council of the Town of Oyen approve the absence of Councillor Lazzari from the regular Council meeting of January 14, 2019.
CARRIED.

REGULAR COUNCIL MEETING
RESOLUTION by Deputy Mayor Wiechnik that the Council of the Town of Oyen approve the minutes of the Regular Council meeting held on December 10, 2018, as presented.
CARRIED.

BUSINESS ARISING FROM PREVIOUS MINUTES:

OYEN SOLAR PARTNERS
RESOLUTION by Councillor Hogan that the Council of the Town of Oyen approve of the Town of Oyen applying under the Alberta Community Generation Capacity Building Grant Program in the amount of $100,000.00 for the Oyen Solar Partners Project.
CARRIED.

DELEGATIONS:
None in Attendance

RECREATION REPORT
Lee Tucker, Recreation Director, reviewed and discussed his written report with Council.
### PROJECTS MANAGER/INTERIM CAO

The Interim CAO/Project Manager provided a written report which was reviewed and discussed with Council.

### PUBLIC WORKS REPORT

Jordon Yake, Public Works, reviewed and discussed his written report with Council.

### RESOLUTION C006(19/01/14)

**RESOLUTION** by Councillor Hauck that the Council of the Town of Oyen accept for information the reports of Interim CAO/Project Manager & Public Works and Recreation Director as presented. **CARRIED.**

### NEW BUSINESS:

#### RFD - CAO

A Request for Decision (RFD) was presented to Council for approval of following:
- Appoint David Alderdice as the Chief Administrative Officer for the Town of Oyen;
- Signing authority for the Town of Oyen Financial Transactions and Contracts;
- Access to a Credit Card for Town of Oyen purchases.

#### RESOLUTION C007(19/01/14)

**RESOLUTION** by Councillor Hogan that David Alderdice be appointed as the Chief Administrative Officer (CAO) for the Town of Oyen, in accordance with Section 206 (1) of the Municipal Government Act. **CARRIED.**

#### SIGNING AUTHORITY C008(19/01/14)

**RESOLUTION** by Councillor Hertz that David Alderdice, CAO, be approved for signing authority for the Town of Oyen’s Financial Transactions and Contracts. **CARRIED.**

#### TOWN CREDIT CARD C009(19/01/14)

**RESOLUTION** by Councillor Walker that David Alderdice, CAO, be provided with access to a credit card for the Town of Oyen Purchases. **CARRIED.**

#### SPECIAL AREAS ACP GRANT - EMERGENCY MANAGEMENT PLANS

Interim CAO, Debbie Kovitch, presented to Council an E-Mail & copy of a grant application submitted by Special Areas under the Alberta Community Partnership -Regional Collaboration Component grant for funding to assist in the development and updating of Municipal & Regional Emergency Management Plans required by the Emergency Management Amendment Act. As the Town of Oyen will be one of the Projects Partners, Special Areas is requesting support of the application from the Town of Oyen.

#### RESOLUTION C010(19/01/14)

**RESOLUTION** by Councillor Hertz that the Council of the Town of Oyen approve of supporting Special Areas grant application under the Alberta Community Partnership-Regional Collaboration Component Program for Regional Planning- Emergency Management Planning & Joint Resources Project. **CARRIED.**

________________________
Mayor

________________________
CAO
IRON HORSE
ENERGY-WATER SERVICES
A letter was received from Iron Horse, requesting water services to be installed at their sand plant office in Oyen. Council agreed to have Public Works investigate, obtain more information and report the scope of work and cost options available.

SPECIAL AREAS-FINANCIAL CONTRIBUTION
A letter and cheque in the amount of $90,000.00 was received from the Special Areas Board for financial assistance to assist with the replacement of the pool liner at the Shirley McClellan Aquatic Centre. Mayor and Council agree to acknowledge Special Areas financial contribution by sending a letter of thanks and publishing a recognition announcement in Oyen’s local press.

RFD - BANK RECONCILIATION MODULE
A Request for Decision (RFD) was presented to Council for the purchase of a bank reconciliation Module for the Munisoft Accounting Program at a cost of $799.00.

C011(19/01/14)
RESOLUTION by Deputy Mayor Wiechnik that the Council of the Town of Oyen approve of the purchase of the bank reconciliation Module at a cost of $799.00. CARRIED.

HENRY KROEGER REGIONAL WATER SERVICES
A letter was received from Henry Kroeger Regional Water Services, informing the Town of a water rate increase of 2% as of January 2019.

Discussion took place and Interim CAO Kovitch was asked to provide to a financial review and report to determine if this increase will be applied to customer water/sewer billing.

PALLISER REGIONAL MUNICIPAL SERVICES
A letter was received from Palliser Regional Municipal Services outlining their 2019 Budget together with invoice for the 2019 Municipal Requisition fee in the amount of $11,815.76.

BIG COUNTRY MEDICAL DENTAL CENTER
A letter was received from Big Country Medical Dental Center outlining their 2018 financial reporting, 2019 Budget and 2019 Municipal Requisition in the amount of $36,190.00.

COUNCIL REPORTS
Mayor and Council submitted verbal reports on activities and meetings attended since the December 10, 2018, regular Council meeting.

C012(19/01/14)
RESOLUTION by Councillor Hauck that Council accept for information the verbal Council reports received on activities and meetings that were attended since the December 10, 2018, regular Council meeting. CARRIED.

CORRESPONDENCE C013(19/01/14)
RESOLUTION by Deputy Mayor Wiechnik that the Council of the Town of Oyen accept the list of correspondence as presented. CARRIED.

UNFINISHED BUSINESS

GARBAGE PICK UP CONTRACT
Public Works Committee to meet with the Public Works Department to explore the options for garbage pickup within the Town of Oyen.

Mayor

________________________
CAO
PRAIRIE ROSE ADMINISTRATION OFFICE
C014(19/01/14)  RESOLUTION by Councillor Hauck that the Town of Oyen form a committee consisting of Mayor Jones, Councillor Walker & Hertz and David Alderdice, CAO, to investigate the possible purchase of the Prairie Rose Administration Office.
CARRIED

ADJOURNMENT C015(19/01/14)  RESOLUTION by Councillor Hertz that the regular Council Meeting be adjourned at 8:48 PM.
CARRIED.

Original Signed by
Doug Jones
Mayor

Original Signed by
Deborah Kovitch
CAO