

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF BRETON
IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY DECEMBER 12, 2018
IN THE COUNCIL CHAMBERS OF THE CAROLYN STRAND CIVIC CENTRE**

PRESENT

Mayor Anne Power
Deputy Mayor Janet Young
Councillor Lynn Pritchard
Councillor Kimberly Plaquin

EXCUSED ABSENCE

Councillor Ivan Bohning

ALSO PRESENT

Terry Molenkamp, CAO

1) CALL TO ORDER

Mayor Power called the meeting to order at 7:00 p.m.

2) ADOPTION OF THE AGENDA

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| 183-18 | MOVED by Deputy Mayor Young that the Council of the Village of Breton accept the agenda with additions |
| 9f) | Waiting Area Lease at the Breton CentraPlex Proshop |
| 9g) | Alberta Healthy Communities Initiative Grants and Funding |
| 9h) | Community Centre Project Proposed Floor Plan |
| 9i) | Staff Christmas Bonus |
| 9j) | 2019 Interim Operating Budget |
| | CARRIED UNANIMOUSLY |

3) DELEGATIONS

The Breton and District Historical Society request for increased funding. The letter from the Breton and District Historical Society forms part of the minutes.

4) QUESTION PERIOD

None

5) MINUTES

a) Special Meeting Minutes of November 7, 2018

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| 184-18 | MOVED by Councillor Plaquin that the Council of the Village of Breton approve the November 7, 2018 Special Meeting of Council Minutes as presented. |
| | CARRIED UNANIMOUSLY |

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b) Regular Meeting Minutes of November 14, 2018

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| 185-18 | MOVED by Councillor Plaquin that the Council of the Village of Breton approve the November 14, 2018 Regular Meeting of Council Minutes as presented. |
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CARRIED UNANIMOUSLY

6) Business Arising
None

7) Committee and Meeting Reports
Members of Council provided verbal reports.

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| 186-18 | MOVED by Mayor Power that the Council of the Village of Breton accept the verbal committee and meeting reports. |
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CARRIED UNANIMOUSLY

8) Old Business
None

9) New Business

a) Proposed Subdivision – Deer Crossing Phase 3

West Central Planning advised that a motion of council is required to approve the plan and the recommended conditions in order to send out the proposed subdivision formally.

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| 187-18 | MOVED by Councillor Plaquin that the Council of the Village of Breton approve the draft approval of the proposed subdivision of part of NE 2-48-4-W5M and will complete the following conditions: Engage an Alberta Land Surveyor to prepare a plan of subdivision for registration at Land Titles Office as shown on WCPA drawing dated October 25, 2016 and submit it to this office for final approval and engage an Alberta Land Surveyor to prepare a utility plan for registration at Land Titles Office concurrently with the plan of subdivision and pay any outstanding taxes on the property and pay an endorsement fee of \$200 per lot and the remainder (Total: \$4200) to WCPA when the plan is submitted for final approval and municipal reserves are not owing as it was fully dedicated under plan #122.3297 (VB/10/01). |
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CARRIED UNANIMOUSLY

b) Asset Management Capacity Building Cohort Program

Alberta Urban Municipalities Association (AUMA), Rural Municipalities of Alberta (RMA) and Infrastructure Asset Management Alberta (IAMA) are organizing an asset

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management capacity building cohort. The purpose of the cohort is to support a small group of municipalities in collaboratively learn the basics of asset management, receive support in developing the tools needed for asset management and to improve asset management capacity.

Participation in the cohort is free aside from travel expenses.

The following resolution is required for the application process.

Be it resolved that the Council of the Village of Breton directs staff to apply for the asset management cohort program opportunity from the RMA, AUMA and IAMA.

Be it therefore resolved that the Village of Breton commits staff and other personnel to participating in the asset management cohort program to advance our asset management program.

Be it further resolved that the Village of Breton commits financial support from its budget toward the costs of this initiative for staff travel and accommodation.

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| 188-18 | MOVED by Deputy Mayor Young that the Council of the Village of Breton approve the resolution as proposed by the Asset Management Capacity Building Cohort Program and that the village participate in the application process. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> |
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c) Community Centre Building Advisory Committee Resignation – Terence Barg

Terence Barg has submitted written notice of resignation as a member of the Community Centre Building Advisory Committee and that his resignation is effective immediately. Terence did not provide any reason/s for his decision.

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| 189-18 | MOVED by Councillor Plaquin that the Council of the Village of Breton accept the immediate resignation from Terence Barg as a member of the Community Centre Building Advisory Committee. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> |
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d) Reynolds Mirth Richards and Farmer – Municipal Law Seminar

RMRF is holding their Annual Municipal Law Seminar in Edmonton on Friday February 15th. An optional working lunch session on Estate Planning Essentials is being offered.

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| 190-18 | MOVED by Councillor Pritchard that the Council of the Village of Breton accept the information from Reynolds Mirth Richards and Farmer respecting a municipal law seminar as information. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> |
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e) Lease Agreement Renewal – Miss Joanne's School of Dance

The lease for the dance studio was up for renewal in May 2018. Unfortunately administration did not bring this renewal forward at that time.

A renewal lease has been prepared with the following proposed amendments:

1. Under definitions remove the designated waiting area.
2. Under obligations of the Lessor amend Section 2.1.1 the renewal to “until such time as both parties agree by joint written consent to amend, cancel and/or terminate this agreement”.
3. Under obligations of the Lessor remove Section 2.1.2
4. Under obligations of the Lessor amend Section 2.1.3 to “notify the Lessee of increase in rent. Notice shall be made in writing no later than June 30 and increases in rent shall be effective in the year following the year that written notice is given.”

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| 191-18 | MOVED by Mayor Power that the Council of the Village of Breton approve the renewal lease agreement with Miss Joanne's School of Dance with the following amendments: under definitions remove the designated waiting area and under obligations on the Lessor amend Section 2.1.1 the renewal to "until such time as both parties agree by joint written consent to amend, cancel and/or terminate this agreement and under obligations of the Lessor remove Section 2.1.2 and under obligations of the Lessor amend Section 2.1.3 to "notify the Lessee of increase in rent. Notice shall be made in writing no later than June 30 and increases in rent shall be effective in the year following the year that written notice is given. |
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CARRIED UNANIMOUSLY

f) Waiting Area Lease at the Breton CentraPlex Proshop

Previously council directed that the village look into accommodating parents/guardians and students that attend dance lessons at the Breton CentraPlex.

Mayor Power met with Shayanne Sheaves and Deanne Wirsig to discuss arrangements to lease a portion of the proshop as a waiting area for dance students and parents/guardians of dance students. An agreement was reached for a one year term ending on the 15th day of April, 2019.

That the Council of the Village of Breton enter into a lease agreement to lease a portion of the proshop at the Breton CentraPlex to provide a waiting area for dance students and parents/guardians of dance students at no cost for a one year term ending on the 15th day of April, 2019.

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| 192-18 | <p>MOVED by Deputy Mayor Young that the Council of the Village of Breton enter into a lease agreement with Shayanne Sheaves and Deanne Wirsig to lease a portion of the proshop at the Breton CentraPlex to provide a waiting area for dance students and parents/guardians of dance students at no cost for a one year term ending on the 15th day of April, 2019.</p> | CARRIED UNANIMOUSLY |
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g) Alberta Healthy Communities Initiative Grants and Funding

Alberta Healthy Communities are looking for 16 to 20 additional rural communities to take part in the 3 year Alberta Healthy Communities Initiative.

This initiative is intended to provide a community an opportunity to create and enhance local partnerships and collaborate with Alberta Health Services to address community wellness through a health promotion perspective.

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| 193-18 | <p>MOVED by Councillor Pritchard that the Council of the Village of Breton participate in the Alberta Healthy Communities Initiative Grants and Funding Program.</p> | CARRIED UNANIMOUSLY |
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h) Community Centre Project Proposed Floor Plan

Administration received direction to advise A&E Group of the village's plan to move forward with a reduced community centre that would be within a budget cost of \$2.6 million.

Attached for review is the proposed floor plan for a reduced community centre within a budget of \$2.6 million.

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| 194-18 | <p>MOVED by Mayor Power that the Council of the Village of Breton accepts the proposed floor plan as presented and that the proposed floor plan be provided to the Community Centre Building Advisory Committee for review and comment respecting how the layout could be improved with respect to room size and location and that the Community Centre Building Advisory Committee comments be provided to the village on or before January 7, 2019 and that the Community Centre Fundraising Committee be provided with a copy of the proposed floor plan for information purposes.</p> | CARRIED UNANIMOUSLY |
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i) Staff Christmas Bonus

The budget contains an allowance of \$600.00 for the 6 full time employees for staff Christmas bonuses.

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| 195-18 | MOVED by Deputy Mayor Young that the Council of the Village of Breton pay a Christmas bonus in the amount of \$100.00 to each full time employee. <p style="text-align:right">CARRIED UNANIMOUSLY</p> |
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j) 2019 Interim Operating Budget

The Municipal Government Act requires a council to adopt an operating budget for each calendar year, and that council may adopt an interim budget for part of a calendar year.

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| 196-18 | MOVED by Mayor Power that the Council of the Village of Breton adopt a 2019 interim budget for part of the year ending on April 30, 2019 and that the interim budget amount be based on the 2018 approved operating budget. <p style="text-align:right">CARRIED UNANIMOUSLY</p> |
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10) Bylaws

a) Bylaw No. 18-08 a Bylaw to Establish a Code of Conduct for Members of Council and Members of Council Committees and other Bodies Established by Council who are not Councillors

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| 197-18 | MOVED by Councillor Pritchard that the Council of the Village of Breton give first reading to Bylaw 18-08 a Bylaw to Establish a Code of Conduct for Members of Council and Members of Council Committees and other Bodies Established by Council who are not Councillors. <p style="text-align:right">CARRIED UNANIMOUSLY</p> |
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| 198-18 | MOVED by Deputy Mayor Young that the Council of the Village of Breton give second reading to Bylaw 18-08 a Bylaw to Establish a Code of Conduct for Members of Council and Members of Council Committees and other Bodies Established by Council who are not Councillors. <p style="text-align:right">CARRIED UNANIMOUSLY</p> |
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| 199-18 | MOVED by Councillor Plaquin that the Council of the Village of Breton give consent to present Bylaw 18-08 a Bylaw to Establish a Code of Conduct for Members of Council and Members of Council Committees and other Bodies Established by Council who are not Councillors for third and final reading. <p style="text-align:right">CARRIED UNANIMOUSLY</p> |
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| 200-18 | MOVED by Mayor Power that the Council of the Village of Breton give third and final reading to Bylaw 18-08 a Bylaw to Establish a Code of Conduct for Members of Council and Members of Council Committees and other Bodies Established by Council who are not Councillors. <p style="text-align:right">CARRIED UNANIMOUSLY</p> |
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11) Financial

a) Cheque Listing for November 2018

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| 201-18 | MOVED by Deputy Mayor Young that the Council of the Village of Breton accept the November Cheque Listing as presented. | CARRIED UNANIMOUSLY |
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12) Information Listed

- Alberta Emergency Management Services – Amendments
- Wild Rose School Division – November 27th Board Highlights and agenda
- Jim Eglinski, MP - November 19th and 26th highlights
- AUMA - Bill 32 the City Charters Fiscal Framework Act
- Alberta Justice – October disbursements
- Breton Community Centre Fundraising Committee and Project Building Advisory Committee – letter of concern
- Municipal World - magazine
- Brazeau Seniors Foundation – September 7th Minutes
- Yellowhead Regional Library - Highlights
- Government of Alberta – Nominate an exceptional educator
- Alberta Health Services - named one of Canada’s Top 100 Employers
- Brazeau County - Order on vehicle weights and newsletter

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| 202-18 | MOVED by Councillor Plaquin that the Council of the Village of Breton accepts the information items listed as presented | CARRIED UNANIMOUSLY |
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13) ADJOURNMENT

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| 203-18 | MOVED by Mayor Power to adjourn the Council Meeting at 8:10 p.m. | CARRIED UNANIMOUSLY |
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Mayor Power

Terry Molenkamp, CAO