



**Minutes of the Village of Cremona Regular Council Meeting held on
Tuesday, September 15, 2015 – Commencing at 7:00 p.m.**

Present: **Deputy Mayor:** M. Bigelow **Councillors:** R. Reid; J. Shi;
S. Temple

Chief administrative Officer: L. Smith; **Administrative Assistant:** S. Ryan

Absent: Mayor, T. Hagen

7 members of the public including delegation and press were in attendance.

AGENDA

The agenda was presented for Council's approval.

Items 9 f) POS Machine and 9 f) Office Closure were added to the agenda.

Res. 212-15 MOTION: Moved by Councillor Reid that Council accept the Agenda as amended.

Carried

MINUTES

3 a) August 25, 2015 Regular Council Meeting

The August 25, 2015 Regular Council Meeting minutes were presented to Council for their review and approval.

Res. 213-15 MOTION: Moved by Councillor Reid that Council accept the August 25, 2015 Regular Council Meeting minutes as amended.

Carried

3 b) Minutes from Committees, Commissions and Boards

Council was provided with the following minutes for their review and information:

- September 1, 2015 FCSS Advisory Board

Res. 214-15 MOTION: Moved by Councillor Temple that Council accepts September 1, 2015 minutes of the FCSS Advisory Board as information only.

Carried

BUSINESS ARISING FROM MINUTES

No items.

DELEGATIONS

No delegations

PUBLIC HEARINGS

No Public Hearings

BYLAWS & POLICIES

7 a) Re-zoning Bylaw 462-15

Bylaw 462-15 is a bylaw to amend Land Use Bylaw 395-06 to change zoning for Ptn. NW 3-30-W5M from Industrial to Public Facility & Recreation. First reading is required before a Public Hearing can be held.

Res. 215-15 **MOTION:** Moved by Councillor Temple that Council grant first reading to Re-zoning Bylaw 462-15 on the 15th day of September, 2015.

Carried

Res. 216-15 **MOTION:** Moved by Councillor Temple that Council set October 20, 2015 for the Public Hearing during item 5 of the Regular Council Agenda.

Carried

7 b) Job Descriptions

Council was presented with the job descriptions for the positions of Public Works Foreman, Public Works Operator, FCSS Coordinator and Administrative Assistant/Office Coordinator.

Res. 217-15 **MOTION:** Moved by Councillor Reid that Council approve the job descriptions for: Administrative Assistant/Office Coordinator; and FCSS Coordinator as presented; and that the job descriptions for Public Works Foreman and Operator be tabled at a later date for amendments.

Carried

OLD BUSINESS

No items.

NEW BUSINESS

9 a) Outdoor Skating Rink

Administration presented Council with location and projected costs for an outdoor skating rink.

Res. 218-15 **MOTION:** Moved by Councillor Temple that Council approve to have an outdoor skating rink located on the north east portion of the Tennis Courts; and that Council direct Administration to work with the Cremona and District Fire Department to flood the rink.

Carried

9 b) Awarding of Tender for Storm Water Drain Replacement

The storm water culvert crossing under 1st Street East has potentially collapsed 25 feet into the road. The water entering the storm water drain could cause the road to cave in beneath the surface.

Deputy Mayor Bigelow removed herself from speaking or voting due to pecuniary interest.

Res. 219-15 **MOTION:** Moved by Councillor Reid that Council award the storm water culvert replacement on 1st Street East to Big Fern Contracting Ltd. in the amount of \$11,985 + GST.

2 Opposed
Defeated

Res. 220-15 **MOTION:** Moved by Councillor Temple that Council award the storm water culvert replacement on 1st Street East to Gabriel Construction in the amount of \$11,700 + GST.

Carried

9 c) Chlorine Analyzer/Monitor

The Chlorine Analyzer/Monitor is no longer functions at the pump house and it has been recommended that the Village purchase a new one.

Res. 221-15 **MOTION:** Moved by Councillor Temple that Council approve to purchase a chlorine analyzer/monitor for the pump house.

Carried

9d) Office Closure for Staff Professional Development

The Village of Cremona staff would like to have a workshop on building a strong team. In order to include all staff, it would require the Village Office to be closed for the morning of September 30th.

Res. 222-15 **MOTION:** Moved by Councillor Temple that Council approve to close the Village of Cremona Office on Wednesday, September 30, 2015 from 9:00 a.m. to 1:00 p.m. for staff professional development workshop.

Carried

9 e) Development Officer Contract

Administration would like to sign an agreement with AGA Solutions Inc. for Development Office duties.

Res. 223-15 **MOTION:** Moved by Councillor Reid that Council direct Administration to enter into an Agreement with AGA Solutions Inc.

Carried

Res. 224-15 **MOTION:** Moved by Councillor Reid that Council appoint Alana Gibson as Development Officer for the Village of Cremona

Carried

Res. 225-15 **MOTION:** Moved by Councillor Reid that Council rescind the appointment of Dani Woodman as Development Officer for the Village of Cremona.

Carried

9 f) Organizational Meeting

Council was presented with the option to hold the Organizational Meeting on Tuesday, October 6, 2015.

- Res. 226-15** **MOTION:** Moved by Councillor Temple that Council hold the Organizational Meeting on Tuesday, October 20, 2015 at 6:30 p.m. at the FCSS Office located at 112 Railway Avenue.

Carried

9 g) Point of Sale Machine

Administration has been looking into having a Point of Sale Machine (POS) at the Village Office.

- Res. 227-15** **MOTION:** Moved by Councillor Reid that Council table the Village of Cremona to enter into an agreement with First Data to have a Point of Sale Machine at the Village of Cremona Office; and bring back this item at a later date.

Carried

9 f) Office Closure – Friday, September 25, 2015

Administration requested that Council close the Village of Cremona Office on Friday, September 25, 2015 as all office staff are on courses or away.

- Res. 228-15** **MOTION:** Moved by Councillor Reid that Council approve for the Village of Cremona Office to be closed on Friday, September 25, 2015 due to no staff being available.

Carried

REPORTS

10 a) Financial Reports

The monthly financial reports for the period ending August 31, 2015 are being presented to Council for their review and information.

The Procurement Card Reconciliation for end of August 2015 are provided for Council's review and information.

- Res. 229-15** **MOTION:** Moved by Councillor Reid that Council accept the Financial Reports for the period ending August 31, 2015 as information.

Carried

- Res. 230-15** **MOTION:** Moved by Councillor Reid that Council accept the August 2015 Procurement Card Reconciliation as information.

Carried

10 b) Chief Administrative Officer Report

Once a month the Chief Administrative Officer provides an update on the happenings of the Village since the previous Council meeting.

- Res. 231-15** **MOTION:** Moved by Councillor Temple that Council accept the CAO Report for September 15, 2015 as information only.

Carried

CORRESPONDENCE & INFORMATION

The following information was provided to Council for their review:

- AUMA Board News
- Transcanada

Res. 232-15 **MOTION:** Moved by Councillor Reid that Council accept the correspondence provided as information only.

Carried

NEXT MEETING

Council announced the location and date of the next Council Meeting.

Res. 233-15 **MOTION:** Moved by Councillor Reid that Council declare that the October 20, 2015 Regular Council Meeting be held at the FCSS Building beginning at 7:00 p.m.

Carried

OPEN FORUM

Clark Erwin: Mr. Erwin who is the President of the Cremona and District Chamber of Commerce thanked the Village for their help with the Show and Shine event on Saturday, September 12, which was a huge success. Further as a business owner he thanked the Village of the installation of the new gutter along 1st Street East.

Linda Newsome: Ms. Newsome commented on the POS Machine and the unknown costs that can be charged to the business without notification. She also asked about the Emergency Social Services training and the request for volunteers from the FCSS.

Ms. Newsome also asked about the pink house and when it will be torn down and the status of the development of the building on the corner of 1st Street East and Railway Avenue.

IN-CAMERA / RECONVENE

Res. 234-15 **MOTION:** Moved by Councillor Temple that Council go in-camera at 7:30 p.m.

Carried

Res. 235-15 **MOTION:** Moved by Councillor Temple that Council come out of in-camera at 8:00 p.m.

Carried

ADJOURNMENT

Res. 236-15 **MOTION:** Moved by Councillor Temple that Council adjourn from the Village of Cremona Regular Council Meeting on the 25 day of August, 2015 at 8:01 p.m.

Carried

Deputy Mayor, Meg Bigelow

CAO, Luana Smith

INTLS: _____