

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE VILLAGE OF DUCHESS COUNCIL ROOM  
MARCH 3, 2014 – 7:00pm**

**MOTIONS**

**Councillors present:** Mayor Bruce Snape, Councillor Tony Steidel, Deputy Mayor Wayne Dahl, Councillor Darren Drader & Councillor Shannyn Creary.

**Staff present:** Yvonne Cosh, Kent Torkelson & Sharon Zacharias

Others present: Sandra Stanway – Brooks Bulletin

011/14      **Councillor Drader:** Motioned to accept the minutes of the Regular Council meeting held on January 20, 2014.  
Carried

012/14      **Councillor Steidel:** Motioned to appoint the Regional Assessment Review Board members for 2014 as follows; Noel Moriyama, Anne Marie Philipsen, Bevin Keith, Duane Perkins, Susan Robertson & Fred Rattai.  
Carried

**Committee Reports**

Committee minutes will be filed in the Village office for all to access.

Sharon Zacharias arrived at 7:05pm

1. Newell Foundation/Housing – A general update was given
2. Library – Shortgrass conference is coming up in Medicine Hat.  
Discussion regarding procedure for library board.
3. FCSS – Transportation study was discussed. The Citizen of the Year banquet is coming up. The EXPO dinner honoring Duchess is being hosted in Bassano.

Mayor Snape proclaimed April 6<sup>th</sup> – 13<sup>th</sup> as National Volunteer Week.

4. Regional Landfill – The landfill is building a new cell for industrial waste and they have purchased a new mapping program.
5. 911 – The budget is approved
6. Newell Regional Services Corporation

013/14 Councillor Dahl: Motioned to accept the revised agreement with NRSC, which removes the Village of Tilley.  
Carried

7. Fire – The fire agreement will stay the same this year, but Revisions are being looked at by the County of Newell.

8. Community Peace Officers – Filed. No concerns

9. Agricultural Society – A letter was submitted re: parking lot maintenance and Village usage of the Duchess Hall.

Administration will look at a maintenance schedule and bring it back to Council.

10. Canadian Badlands – the AGM is at the end of March.

11. Newell Regional Economic Development Initiative –

12. Recreation Centre – The prequalification has narrowed the contractors down to 4 – GVN, Graham Brothers, Armor and Scott Builders.

Councillors Drader, Steidel and Dahl are working closely with the Architects and a lot of decisions still need to be made. The flooring continues to be a variable that the Rec Centre group is looking into.

Darren toured facilities and was very impressed with High River. A community information session will be held in mid April. The tender documents should be ready by March 15<sup>th</sup>.

### **Old Business**

The CAO Bylaw was tabled until Councillors have time to review the document.

### **New Business**

014/14 **Councillor Drader:** Motioned for approval of cheques 11924 – 12025 totaling \$ 346,852.50.  
Carried

Time sheets were handed in.

015/14 **Councillor Creary:** Motioned for approval of the “Items to be Destroyed” listing. Attached  
Carried

016/14 **Mayor Snape:** Motioned for approval of the 2014 BAPS Agreement. This agreement will now go to the Board of BAPS for their approval.  
Carried

**Public Works:**

Kent Torkelson gave a general update for Public Works. The Annual Waterworks report was submitted.

**Financial:**

A draft financial statement was presented.

017/14

**Councillor Steidel:** Motioned that, effective December 31<sup>st</sup>, 2013 all prior restricted reserve amounts with the exception of 1. Fire Department Reserves & 2. Developer Levies, will be transferred into an unrestricted reserve.

From this unrestricted reserve, 2 new reserves will be formed: 3. Garbage Truck Replacement & 4. Subdivision Development Reserve.

(Garbage truck reserves will accumulate from 2013 forward, from net profits in the garbage department.

Subdivision development reserves will be retroactive to 2008 and be calculated on lots sales minus inventory values of those same lots).

Carried

Kent Torkelson, Sharon Zacharias and Sandra Stanway left the Council meeting at 8:50pm.

018/14

**Mayor Snape:** Motioned to go “in camera”.

Carried

019/14

**Councillor Drader:** Motioned to come out of “in camera” at 9:35pm.

Carried

Adjourned 9:35 pm

Planning Meeting March 12 @ 7pm

Next Council meeting March 17 @ 7pm

---

Mayor/Councillor

---

Administrator