

**MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD held Monday, March 12, 2018**

**PRESENT**

1. Mayor Dueck; Councilors Conquest, Brown, Tiedemann, and Chehade; Chief Administrative Officer Neufeld and Assistant Chief Administrative Officer Edwards.

**CALL TO ORDER**

2. Mayor Dueck called the meeting to order at 6:10 p.m.

**ADOPTION OF AGENDA**  
04-03-18

3. **MOVED** by Conquest that the Agenda be approved as amended.

CARRIED UNANIMOUSLY

Add: 4. Round Table  
9. (d) Tofield Mercury  
(e) Chamber of Commerce

**ROUND TABLE**

4. Items Discussed:

- BRAED
- Tourism Conference
- Small Communities Committee
- Local To Global Conference
- NLLS
- Health Foundation
- Welcome Basket
- Busy B Volunteer Luncheon
- FCSS
- Chamber of Commerce

**DELEGATION**

5. (a) 6:40 p.m. Laraine Stuart, Development Officer for the Town of Tofield, to discuss Land Use Bylaw Amendments required for the retail sale of cannabis.

**MOVED** by Chehade that Administration proceed with the preparation of Land Use Bylaw amendments relative to Cannabis Retail Sales, which amendments be brought forward to council for review and scheduling of a Public Hearing date at the April 9, 2018 Council meeting.

CARRIED UNANIMOUSLY

05-03-18

Stuart left the meeting at 7:10 p.m.

- (b) 7:10 p.m. Rita Munro, Munro Becher was present to present the 2018 Audited Financial Statement.

**MOVED** by Tiedemann that the 2018 Audited Financial Statement be accepted.

CARRIED UNANIMOUSLY

06-03-18

Munro left the meeting at 7:40 p.m.

**MINUTES**

6. (a) **MOVED** by Conquest that the Minutes of the Regular meeting of Council of the Town of Tofield held February 12, 2018, be confirmed as presented.

CARRIED UNANIMOUSLY

07-03-18

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**FINANCIAL**

6. (a) **MOVED** by Tiedemann that the Interim Operating Budget for the month ending February 28, 2018 be accepted.

08-03-18

CARRIED UNANIMOUSLY

- (b) **MOVED** by Conquest that the Financial Statements for months ending February 28, 2018 be accepted.

09-03-18

CARRIED UNANIMOUSLY

- (c) **MOVED** by Conquest that the Open Payables for the months of February and March 2018 in the total amount of \$420,172.51 be approved for payment.

10-03-18

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

7. Presented Correspondence

- Unapproved Minutes of the regular meeting of Beaver Emergency Services Commission held February 14, 2018;
- Unapproved Minutes of the Beaver Regional Waste Services Commission Organizational meeting held February 22, 2018.

**MOVED** by Chehade that the correspondence be received and filed.

11-03-18

CARRIED UNANIMOUSLY

**UNFINISHED BUSINESS**

8. (a) Policy 1.13 Human Rights Equity & Diversity

**MOVED** by Tiedemann that Policy 1.13 be approved.

12-03-18

CARRIED UNANIMOUSLY

Administration was directed to arrange a meeting with the Tofield Ministerial Society.

- (b) Policy 1.15 Council Professional Development

13-03-18

CARRIED UNANIMOUSLY

**NEW BUSINESS**

9. (a) Bylaw 1288 being a bylaw of the Town of Tofield, in the Province of Alberta, to establish alternate methods for advertising Statutory Notices.

**MOVED** by Brown that Bylaw 1288 be read a first time.

14-03-18

CARRIED UNANIMOUSLY

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**NEW BUSINESS**

9. (b) Bylaw 1289 being a bylaw of the Town of Tofield in the Province of Alberta to amend Bylaw Number 1175.
- MOVED** by Brown that Bylaw 1289 be read a first time.
- 15-03-18 CARRIED UNANIMOUSLY
- MOVED** by Conquest that Bylaw 1289 be read a second time.
- 16-03-18 CARRIED UNANIMOUSLY
- MOVED** by Chehade that Bylaw 1289 be presented for third reading
- 17-03-18 CARRIED UNANIMOUSLY
- MOVED** by Tiedemann that Bylaw 1289 be read a third time.
- 18-03-18 CARRIED UNANIMOUSLY
- (c) Policy 4.02 Talent Retention
- MOVED** by Conquest that Policy 4.02 be approved.
- 19-03-18 CARRIED UNANIMOUSLY
- (d) A letter from Tofield Mercury requesting the Town of Tofield declare August 24, 2018 Tofield Mercury Day.
- Direction provided to request that the Tofield Mercury attend a council meeting to witness the declaration.
- (e) A letter from the Tofield Chamber of Commerce requesting \$2,000 sponsorship for the Tofield Rodeo Promenade.
- MOVED** by Tiedemann that the Town of Tofield provide a \$2,000 sponsorship to the Tofield Rodeo Promenade.
- 20-03-18 CARRIED UNANIMOUSLY

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**CAO REPORT**

10. CAO Report was presented and reviewed.

**ROUND  
TABLE**

Con't

11. Items discussed:
- Beaver Foundation
  - Citizens on Patrol
  - Promenade
  - Library
  - Beaver Ambulance

**ADJOURNMENT**

12. **MOVED** by Tiedemann that the meeting adjourn at 8:30 p.m.

21-03-18

CARRIED UNANIMOUSLY

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

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**MINUTES OF THE BUDGET MEETING OF COUNCIL OF THE TOWN OF TOFIELD held March 12, 2018**

**PRESENT**

1. Mayor Dueck; Councilors, Conquest, Tiedemann, Chehade And Brown; Chief Administrative Officer Neufeld and Assistant Chief Administrative Officer Edwards.

**CALL TO ORDER**

2. Mayor Dueck called the meeting to order at 5:30 p.m.

**ADOPTION OF AGENDA**

01-03-18

3. **MOVED** by Chehade that the Agenda be approved as amended.

CARRIED UNANIMOUSLY

Add: Fortis Street Light Quotation

**NEW BUSINESS**

4. Budget Presentation

(a) The 2018 Planning Document was presented

(b) 2018 Draft Budget was reviewed.

Capital Projects with funding was discussed

Final budget will be presented after the following has been received:

- MSI Funding
- Beaver County Mill Rate Bylaw
- 2018 CCTV Program
- School Requisition

**MOVED** by Tiedemann to accept the "no cost" quote from Fortis Alberta for installation of street lights on 53 Avenue from 51 Street to Creamery.

02-03-18

CARRIED UNANIMOUSLY

**ADJOURNMENT**

03-03-18

5. **MOVED** by Tiedemann that the meeting adjourn at 5:50 p.m.

CARRIED UNANIMOUSLY

  
MAYOR

  
CHIEF ADMINISTRATIVE OFFICER