

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE  
VILLAGE OF BEISEKER HELD TUESDAY, MAY 24, 2005 AT 7:30 P.M.  
IN THE COUNCIL CHAMBERS

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**PRESENT**

MAYOR	Bruce Rowe
DEPUTY MAYOR	Ray Courtman
COUNCILLOR	Al Henuset
COUNCILLOR	Brenda Hnybida
COUNCILLOR	Fred Walters
MUNICIPAL ADMINISTRATOR	Ruth Copeland-Brunelle
PUBLIC WORKS FOREMAN	Dale Wells
DELEGATIONS	Rollie Stroub
OTHERS PRESENT	Jeannette Richter & Lucille Metzger

**CALL TO ORDER**

Mayor Rowe called the meeting to order at 7:32 p.m.

**ADOPTION OF AGENDA**

Councillor Henuset moved to adopt the Agenda with the following additions:

1. Correspondence Item #9(15) - Alberta Municipal Affairs re Municipal Sponsorship Grant;
  2. Correspondence Item #9(16) - Central Beiseker 4-H Beef & Multi Club re use of Village bobcat on June 9, 2005; and
  3. Correspondence Item #9(17) - Urban Systems re Skyland Industrial Park Update.
- CARRIED UNAN.

**ADOPTION OF THE MINUTES**

Councillor Hnybida moved to approve the Minutes from the Regular Meeting of Council held on May 9, 2005. CARRIED UNAN.

**DELEGATIONS**

Rollie Stroub,

Campground Manager Rollie Stroub advised Council that he has been the Beiseker Campground Manager for the past 5 years and would like to extend his current contract for a further three (3) year term. Mr. Stroub advised Council that he would like to continue making improvements to the campground hopefully at a minimal cost to the Village. Mr. Stroub advised that there are approximately 10 - 12 chuckwagons at the campground. When the time comes and the chuckwagons need to be removed, the owners of the chuckwagons are responsible for coming and picking them up. CBC Country Canada is planning on coming sometime in June to do a 30 minute segment about the chuckwagons and local history and Lonestar TV is also planning on coming sometime in September to do the same. Mr. Stroub advised that he would like to use the Village trailer to take one or two of the chuckwagons to parades in Beiseker, Red Deer & Olds during the summer as a way of advertising the chuckwagon display in Beiseker. Council advised Mr. Stroub that the details of his contract would be discussed later in the meeting.

**BUSINESS ARISING FROM THE MINUTES**

Museum Society  
Sod House

Deputy Mayor Courtman advised Council that when this area was first settled, the early settlers lived in sod houses as there were no trees. The older residents of Beiseker would like to build a sod house as a Centennial Project. The sod house would be 10' x 12' in size. Manderly Sod will supply the sod at a cost of \$500.00. Other material costs are expected to be in the range of \$300.00. The labour to construct the house will be donated. This should be a self-supporting, self-sufficient project with the house expected to last about 5 years or possibly longer. The Museum Society would like to place the sod house on the north side of the Tourist Booth.

Jeannette Richter advised Council that the Museum Society will be applying for a Community Initiatives Grant for this project and needs a letter of support from the Village of Beiseker for this project. The sod house will be maintained and the area

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around it will be landscaped. The house will also be re-inforced with rebar to make it stand up longer. If the house starts to look too dilapidated, it will be torn down. A fence will be built around the house and it will be locked.

Res. #2005-63

Deputy Mayor Courtman moved that the Village of Beiseker provide the Museum Society with a letter of support for the sod house project and that the sod house be permitted to be built on the north side of the Tourist Booth. CARRIED UNAN.

**PUBLIC WORKS ITEMS**

7th Street

The Public Works Foreman advised Council that the Public Works Staff finished removing the sidewalk from 7th Street. The Public Works Foreman advised Council that the Public Works Staff had removed a lot of material from 7th Street for Marmot Concrete which can be used as fill for the Skyland Industrial Park. The Public Works Foreman advised Council that once the sidewalk project on 7th Street is completed, he would like to finish the road surface, curb to curb with cold mix and he anticipates that this would cost approximately \$25,000.00. The Administrator advised Council that this could be included as part of the 7th Street sidewalk replacement project and there may be funds available if the \$20,000.00 contingency is not required for the concrete work.

Friendship Park

The Public Works Foreman advised Council that the Public Works Staff finished removing tree branches from Friendship Park. The Public Works Foreman advised Council that he was able to borrow a wood chipper from the M.D. of Rockyview at no charge. Council asked Administration to send a thank you letter to the M.D. of Rockyview thanking them for the use of their chipper.

Curbs

The Public Works Foreman advised Council that most of the curbs in the Village had now been painted.

Sweeper

The Public Works Foreman advised Council that the sweeper was delivered to Linden.

Skyland Industrial Park

The Public Works Foreman advised Council that Resland's sign in Skyland Industrial Park was removed.

Community Centre

Councillor Henuset asked if the Public Works Foreman could repair the downspout at the front of the Community Centre and as a winter project, to take down the ceiling tiles in the kitchen and have them repainted.

Airport

Deputy Mayor Courtman asked if the Public Works Foreman could gravel and regrade the Airport Road.

Sidewalk

Councillor Walters asked if the Public Works Foreman could look at the sidewalk at the corner of 2nd Avenue between 7th & 8th Streets to see if anything can be done to repair it.

**ACCOUNTS FOR APPROVAL**

Councillor Walters moved to approve accounts cheque #20050379 to #20050430 in the amount of \$42,840.05, excluding account cheque #20050391 & #200503409.

CARRIED UNAN.

20050379 to		
20050390 &		
20050392 to		
20050393	Payroll Cheques	7,727.24
20050391	APPROVED SEPARATELY	0.00
20050394	Theresa Kisko	48.00
20050395	Michael Wells	48.00
20050396	Adsum Consulting Ltd.	401.25
20050397	Agline	117.06
20050398	Airdrie Office Supplies	122.08

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20050399	AAMD&C	2,717.17
20050400	Alberta Forest & Garden	427.95
20050401	Alberta One-Call Corporation	21.40
20050402	Alberta Registries	92.00
20050403	AUMA	70.00
20050404	Brant's Plumbing & Heating	165.85
20050405	Canuck Amusements	97.74
20050406	Crown Food Equipment Ltd.	722.25
20050407	CU Credit Master Card	743.94
20050408	Drumheller & District Solid Waste	8,881.00
20050409	APPROVED SEPARATELY	0.00
20050410	Greentech	365.80
20050411	Greyhound Courier Express	27.72
20050412	Jim Howlett	3,114.77
20050413	Konica Minolta Business Solutions	121.42
20050414	Linden Tree Farm	121.98
20050415	McNair Sand & Gravel Ltd.	371.63
20050416	Moore's Greenhouse	478.20
20050417	Mountainview Credit Union Ltd.	1,046.26
20050418	Mountainview Credit Union Ltd.	261.96
20050419	Municipal Information Systems Ltd.	338.22
20050420	Neopost Canada Ltd.	923.78
20050421	Nexen Marketing	6,819.41
20050422	Petty Cash	50.00
20050423	Pioneer Supply Co.	565.40
20050424	Recall	184.25
20050425	Redline Service Ltd.	759.44
20050426	Regional Assessment Management	634.87
20050427	Bruce Rowe	535.20
20050428	U.F.A.	3,094.70
20050429	Waste Management	616.56
20050430	Kristine Hart & George Grainger	5.55

Deputy Mayor Courtman moved to approve account cheque #20050391 in the amount of \$225.00 & account cheque #20053409 in the amount of \$113.25 payable to Fremar Enterprises. CARRIED

Councillor Walters abstained from voting or commenting on the above items.

**NEW BUSINESS**

**COUNCILLORS REPORTS**

**Hnybida**  
Museum Society

Councillor Hnybida advised Council that the Museum Society met on May 16, 2005 to discuss the T.L. Beiseker sign. Work on the sign could not commence due to computer difficulties. The size of the sign will now be 5' X 10' and is to be located in it's original location on the south side of the Tourist Booth.

Res. #2005-64

Councillor Hnybida moved to provide a letter of support to the Museum Society for the T.L. Beiseker sign and to approve the location of the sign on the south side of the Tourist Booth. CARRIED UNAN.

Railway Museum

Councillor Hnybida advised Council that she and Councillor Walters met with representatives of the Alberta Railway Museum on May 17, 2005 to review plans for the Alberta TrailNet/Railway Museum property as prepared by Alberta TrailNet and the Railway Museum Society. The Railway Society has been able to acquire a copy of the building plans to construct a replica of the Beiseker CN Rail Station.

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Courtman  
Beiseker Community  
School

Deputy Mayor Courtman advised Council that on May 10, 2005, he attended a Volunteer Appreciation Luncheon at the Beiseker Community School.

Airport

Deputy Mayor Courtman advised Council that the Airport terminal building is again operational.

Kneehill Regional  
Water Services  
Commission

Deputy Mayor Courtman advised Council that the start-up date for the Kneehill Regional Water Line is September 1, 2005. A Fisheries environmental study needs to be completed on the Linden to Acme section of the line. Deputy Mayor Courtman asked Administration to include an article in the next Beiseker Mainline Express advising of the anticipated start-up date. The next meeting of the Kneehill Regional Water Services Commission will be held on June 2, 2005 at the Kirkpatrick Reservoir.

Walters  
Rockyview  
Foundation

Councillor Walters advised Council that the next meeting of the Rockyview Foundation is scheduled for May 25, 2005.

Skateboard Park

Councillor Walters advised Council that work on the skateboard park is expected to commence the week of May 23, 2005.

Res. #2005-65

Councillor Walters moved to allow the use of Village of Beiseker equipment to remove dirt to prepare for the skateboard park concrete pad. CARRIED UNAN.

Cpl. Clarence  
Bodden

Councillor Walters enquired if Council wished to host a community open house for Corporal Clarence Bodden prior to his departure for Red Deer. The meeting room at the Beiseker Community Centre has been booked for June 8, 2005 from 6:00 p.m. to 9:00 p.m. for this occasion. Councillor Hnybida advised Council that she would contact Karen Hess at the Beiseker R.C.M.P. detachment to make further arrangements.

Campground  
Res. #2005-66

Councillor Walters moved to extend the campground contract with Rollie & Phyllis Stroub for a further three (3) year term for 2006, 2007 & 2008 with the following amendments to the contract:

- the campground will open on May 1st and close the Tuesday immediately following the Thanksgiving weekend in each year of the contract;
- the campground fees to be charged will be stipulated in the contract; and
- the Village portion of the campground fees collected will firstly cover annual operating costs. At year end, after all operating expenses have been covered, any campground operating surplus will be transferred to capital reserves.

CARRIED UNAN.

Henuset  
Economic  
Development  
Committee

Councillor Henuset advised Council that the Economic Development Committee met on May 12, 2005. The committee discussed plans for the grand opening of the Tourist Booth Park on June 11, 2005. Twenty-five (25) trees were obtained for the park by the Lion's Club through an Alberta Environment Tree Grant. The senior's club will be staffing the booth on weekends during the summer. Plans are in the works for the 2nd Beiseker sign to be placed west on Highway #72 in John Richter's field. The school should have more wooden signs for the light standards on 6th Street ready shortly.

Hall Board

Councillor Henuset advised Council that the Hall Board met on May 16, 2005. The bar, kitchen, meeting room and foyer are to be painted. An inventory list will be prepared and maintained to ensure that there are enough dishes and cutlery for 350 guests. The kitchen, bar and washrooms will be disinfected quarterly. It has been suggested that the hall keys given to renters should include a key for the sound system and HVAC controls. A reconditioned dishwasher was recently installed in the kitchen. A new drain is being installed in the bar. Looking at replacing some of the damaged tables.

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**Rowe**  
Library Board

Mayor Rowe advised Council that he attended a Library Board meeting on May 16, 2005. The Lion's Club is donating \$2,000.00 per year for the next 2 years for renovations to the library. The Library Board will be running the concession in the arena on Sport's Day.

Skyland Industrial  
Park

Mayor Rowe advised Council that Hi-Way Sales & Service have confirmed that they have purchased land in Balzac and are planning to move their operations there. Mayor Rowe also advised Council that he spoke with Lynda Cooke at Urban Systems regarding the status of the drawings to complete the utility and earthworks in Skyland Industrial Park and expressed his concerns and dismay over the delays in completing this work which may have resulted in the loss of Hi-Way Sales & Service building on their lot in the Skyland Industrial Park.

**ADMINISTRATOR'S REPORT**

Municipal Refresher  
Course

The Administrator advised Council that from May 11th to May 13th, she attended the Society of Local Government Manager's Annual Municipal Administration Leadership Workshop in Kananaskis. She provided the following summary of the information gathered from the education sessions that she attended:

**Session #1 - The High Performance Governing Body**

What value does the governing body (i.e. Council) do that is unique and valued in the community that no other group or organization does?

- it gets to set the standard;
- is able to pass laws;
- is held accountable for the quality of life in the community; and
- allocates dollars and resources.

The High Performance Governing Body:

- addresses difficult policy problems
- builds capacity to work effectively together; and
- develops productive relationships with staff.

Some of the obstacles facing the High Performance Governing Body are:

- conflicting values that drive policymaking;
- identifying conditions that make public policymaking difficult; and
- describing perspectives of elected officials and staff.

**High Performing Governing Body**

<i>Characteristic</i>	<i>Obstacles</i>	<i>Steps to Take</i>
Willingness to deal with difficult problems	<u>Value</u> conflicts	- identify values and understand Council's role as community building - identify community reams/fears - build Council's capacity to deal effectively with big issues
Ability or capacity to deal with difficult problems	Unproductive working conditions	- depersonalize issues - establish vision and set goals - build team expectations and teamwork - schedule regular retreats to assess effectiveness - develop effective relationships with staff

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Effective relationship with staff	<ul style="list-style-type: none"> <li>- Council that does not work as a team</li> <li>- diverse perspectives of Council and staff</li> </ul>	<ul style="list-style-type: none"> <li>- team building i.e. what are we doing well and what do we need to do less of?</li> <li>- become aware of differences between Council and staff perspectives</li> <li>- develop and encourage translator role i.e. politics vs. administration</li> </ul>
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Values are defined as:

- representation +
- efficiency/professionalism +
- social equity +
- individual rights

**Session #2 - Creating a Healthy Workplace**

Why create a healthy workplace? A healthy workplace is about much more than a "feel good" exercise. By creating a workplace that helps address the physical, psychological and social well being of employees, organizations may reap great benefits, These benefits include:

- improved ability to attract talent to the organization through having a reputation as a good place to work;
- employees are more likely to be engaged in their work, and be more productive;
- retention of top talent employees;
- moral improves;
- the organization's ability to achieve key goals is improved.

The following is a list of some quality-work goals:

- decent living standards and economic security;
- mutual trust among employers and workers;
- participation in decision-making;
- culture of openness regarding information;
- healthy and safe work environment;
- work-life balance;
- encourages initiative and creativity;
- opportunities to use and develop skills.

Organizations are faced with constant change and increasing workloads, among many other issues. From a human resources perspective, these are some of the key issues organizations are facing:

- attracting and retaining highly skilled workers;
- talent/succession planning;
- team dysfunction;
- performance issues;
- work overload; and
- bad behavior in the workplace.

What can leaders do to create a healthy work environment and retain people within organizations?

- give your people a sense of purpose;
- create a "culture of appreciation";
- catch people doing things right;
- say "thank-you" and mean it!;

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- ask for employee involvement;
- ask your employees what kinds of rewards and recognition best works for them;
- keep your promises;
- encourage and support employee development;
- provide coaching and mentoring;
- manage performance issues;
- listen, listen, listen and ask!;
- communicate, communicate, communicate;
- walk the talk; and
- demonstrate respect for work/life balance.

**Session #3 - Charting & Maintaining the Course**

This session covered issues related to managing municipal capital assets and details about the various new infrastructure grants.

The Canada West Foundation defines "infrastructure" as:

- transportation;
- security and protection;
- community resources;
- general government;
- utilities; and
- environmental protection.

Infrastructure needs or requirements is defined as:

"The amount of funding necessary to maintain, rehabilitate, or replace existing infrastructure by bringing it back to original condition. In some contexts, needs may also reflect the amount of infrastructure required to meet the demands of population growth or to correct substandard situations."

Infrastructure Debt is defined as "the backlog of infrastructure maintenance" and accumulated infrastructure debt is defined as "the total amount needed to re-establish infrastructure to a stated condition." It is estimated that the total Canadian infrastructure debt (for all levels of government) is \$125 billion.

**Federal & Provincial Capital Infrastructure Grant Programs (next five years)**

<i>\$ in millions</i>	Federal	Alberta	Total
Alberta Municipal Infrastructure Program ("AMIP")	0.0	3,000.0	3,000.0
New Deal for Cities & Communities (Gas Tax)	476.9	0.0	476.9
Municipal Rural Infrastructure Fund ("MRIF")	88.0	88.0	176.0
Alberta Infrastructure and Transportation - Other Programs (estimate)	0.0	1,625.0	1,625.0
	<b>\$564.9</b>	<b>\$4,625.0</b>	<b>\$5,277.9</b>

Alberta Municipal Infrastructure Program ("AMIP") - Under this program, it is anticipated that the Village of Beiseker will receive approximately \$800,000.00 over the next five years. Primary projects eligible for funding under the program are for core infrastructure such as roads, bridges, water, sewer and emergency vehicles. Secondary projects are recreational and administrative buildings. A multi-year capital infrastructure plan will need to be submitted to Alberta Infrastructure & Transportation. It is expected that any costs associated with the development of the long range capital plan can be covered off from the grant. Villages get a basic grant of \$500,000.00. There is no cost sharing component. This grant can also be piggybacked with other grants such as SIP (Streets Improvement Program).

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New Deal (Gas Tax Fund) - This is a joint Federal & Provincial Program. Funds from this program will be directed at environmentally sustainable municipal infrastructure such as public transit, water and wastewater systems, community energy systems, solid waste management, rehabilitation of roads and bridges and capacity building. Funding will likely be based on a per capita basis. Project eligibility and other details are still being discussed.

Municipal Rural Infrastructure Fund ("MRIF") - This is also a joint Federal & Provincial Program very similar ICAP with municipalities having to provide 1/3 of the total project cost. At least 80% of this grant is being dedicated to municipalities with a population of less than 250,000. This grant is in addition to the AMIF & MRIF grants. Details of the grant program are still under discussion.

Session #4 - Strategic Planning & Goal Setting

Why Do It?

For the community: - to inspire, build confidence that leaders are concerned about the future.

For Staff: - provides focus and direction for their efforts; and  
- they know the priorities of the leaders.

For Council: - creates cohesiveness and common vision;  
- builds trust in each other;  
- an understanding of their leadership role and responsibilities; and  
- provides Council with a sense of control.

The components of strategic planning are:

- Mission, Values, Core Benefits, Visioning;
- External Analysis - Opportunities, Threats & Forecasts;
- Internal Analysis - Strengths & Weaknesses Assessment;
- Strategic goals (3 - 5 years into the future);
- Annual Objectives, Budget & Work Plans;
- Capital Improvement Plan; and
- Monitor Progress.

Key Visioning questions could include:

- you return to Beiseker after a 5/10 year absence. You look around, talk with people, and see what has occurred and what life is like. You say to yourself, "*It's just like I hoped it would become.*" What have you seen, heard, experienced in your visit that leads you to this conclusion?
- "*My worst fears have been realized.*" What have you seen, heard, experienced in your visit that leads you to this conclusion?

Strategic Goals should be kept to no more than 5 to 7 goals. Strategic goals should answer the question of "Why" do it, instead of "What".

Council instructed Administration to make arrangements to up a Council strategic planning session for either October

Session #5 - Compensation - Issues & Trends

Canada's workforce is old and aging with Canadian workers retiring earlier. With lower birth rates, the number of people retiring will exceed the number of people entering the workforce. In 2008, for every 2 employees retiring, there will be only 1 to replace. Over the last decade, Alberta has had the fastest growing economy in the country and currently has the youngest population in Canada with an average age of 35. Alberta is already seeing labour shortages for skilled workers in areas such as management, health, business, finance and administration. This is the tightest labour market since the 1950's. With the increased demand for skilled workers, organizations are actively putting strategies in place to retain older workers through training, advancement and changes in day-to-day work responsibilities.



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*"When people get what they want from working for your organization, they  
have no need to look for it somewhere else."* Roger Herman

**CORRESPONDENCE**

Federation of Canadian Municipalities	Federation of Canadian Municipalities Member's Advisory re municipal infrastructure program.	FILED
Alberta Municipal Affairs	Alberta Municipal Affairs re assessment audit.	FILED
Marigold Library System	Marigold Library System April 2005 Notes to Council.	FILED
Alberta Sport, Recreation Parks & Wildlife Foundation	Alberta Sport, Recreation Parks & Wildlife Foundation re 2005 Municipal Recreation /Tourism Grant.	FILED
Beiseker Medical Building Co-op Ltd.	Beiseker Medical Building Co-op Ltd. re request for financial assistance.	FILED
	Council instructed Administration to send a reply advising that the 2005 budget has already been set and to suggest that they again submit a request for assistance in December 2005 for the 2006 budget year.	
AAMD&C	AAMD&C May 6, 2005 Contact! Newsletter.	FILED
Alberta Health and Wellness	Alberta Health and Wellness re ground ambulance grant.	FILED
M.D. of Rockyview No. 44	M.D. of Rockyview No. 44 re Notice of Public Hearing to amend Land Use By-Law (C-4841-97) Section 29.	FILED
Alberta Children's Services	Alberta Children's Services re FCSS Amending Agreement for 2005.	FILED
Res. #2005-67	Councillor Henuset moved that the Mayor and CAO execute the 2005 FCSS Amending Agreement with the Province of Alberta.	FILED
AAMD&C	AAMD&C May 13, 2005 Contact! Newsletter.	FILED
Urban Systems	Urban Systems re 30 <sup>th</sup> Anniversary.	FILED
Alberta Municipal Affairs	Alberta Municipal Affairs re Education Property Tax Assistance for Seniors program.	FILED
AUMA	AUMA re Munishare Agreeemnt.	FILED
Canada/Alberta News Release	Canada/Alberta News Release re "New Deal" for Cities & Communities.	FILED
Alberta Municipal Affairs	Alberta Municipal Affairs re Municipal Sponsorship Grant.	FILED
	Council instructed Administration to submit a grant application to fund Council's long range capital and strategic plan.	
Central Beiseker 4-H Beef & Multi Club	Central Beiseker 4-H Beef & Multi Club re use of Village bobcat on June 9, 2005.	FILED

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Res. #2005-68

Councillor Walters moved to allow the Central Beiseker 4-H Beef & Multi Club permission to use the Village's bobcat on June 9, 2005 with the Village of Beiseker providing an operator for the bobcat. CARRIED UNAN.

Urban Systems

Urban Systems re Skyland Industrial Park Update. FILED

Council instructed Administration to contact Lynda Cooke at Urban Systems to ascertain the status of Skyland Industrial Park drawings.

**IN CAMERA ITEMS**

In Camera

Councillor Walters moved that Council go in camera @ 10:34 p.m. to discuss a legal issue related to Alberta Permit Pro. CARRIED UNAN.

Reconvene

Councillor Hnybida moved that Council reconvene from in camera @ 10:45 p.m. CARRIED UNAN.

**ADJOURNMENT**

Councillor Walters moved that the meeting adjourn at 10:46 p.m. CARRIED UNAN.

  
MAYOR

  
MUNICIPAL ADMINISTRATOR