

**COUNCIL MINUTES
WOODLANDS COUNTY
February 5, 2019**

The regular meeting of the Council for Woodlands County held on Tuesday, February 5, 2019, at the Regional Municipal Office in Fort Assiniboine, Alberta, commencing at 7:00 p.m.

**MEMBERS
PRESENT:**

S. Bonnett
D. Kluin
J. Rennie

J. Burrows
D. McQueen

R. Govenlock
B. Prestidge

**IN
ATTENDANCE:**

P. Vincent, Interim Chief Administrative Officer
S. Wharton, Executive Assistant
S. Oberg, Director Corporate Services
G. Frank, Director Planning & Community Services
J. Sloomweg, Manager Planning & Development
K. Kennedy, Manager, Parks & Recreation
K. Berger, Barrhead Leader
P. Hanlan
A. Hanlan

**CALLED
TO ORDER:**

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

**ADOPTION
OF AGENDA:**

The following amendments were made to the agenda for this meeting:

Add:

New Business:

9.11a 2019 Canada Winter Games – Sponsorship of Coach – Perry Sawyer
9.16 Project Lockup

C-15-040-19

MOVED by Councillor Rennie that Council adopt the February 5, 2019 agenda as amended.

UNANIMOUSLY CARRIED

**OFFICE OF
MAYOR:**

Administration advised that Mayor Rennie had indicated on January 17, 2019 that he was planning to step down as Mayor and did submit a letter of resignation on February 4, 2019 at 2:32 pm at which time it took effect.

Various options were outline for Council to address the vacancy in the office of Mayor created by the resignation.

Presiding Officer's Initials
Designated Officer's Initials

Ra
Pry

C-15-041-19

MOVED by Councillor Burrows that Council accept the letter from Mayor Rennie resigning from the office of Mayor as information.

UNANIMOUSLY CARRIED

Councillor Rennie thanked Council and nominated Councillor Govenlock as Mayor.

A discussion ensued regarding the process of appointing a new mayor and the pros and cons of possibly delaying doing so.

C-15-042-19

MOVED by Councillor Rennie that Council appoint Councillor Govenlock as Mayor for Woodlands County.

IN-FAVOUR: Councillor Bonnett, Councillor Govenlock, Councillor Kluin & Councillor McQueen

OPPOSED: Councillor Burrows, Councillor Prestidge

CARRIED

Councillor Burrows requested a recorded vote.

POINT OF ORDER

CAO Vincent advised that procedurally that the request to record a vote normally becomes before the vote is taken, however Council at its discretion can direct administration to record the vote.

Deputy Kluin asked if there was any objection from Council to record the vote in the minutes, no objections were noted.

CAO Vincent advised on consensus of Council that this vote would be shown in the minutes.

Mayor Govenlock assumed the chair.

COMMITTEE OF THE WHOLE:

C-15-043-19

MOVED by Councillor Bonnett that Council move to an in-camera session at 7:11 p.m. in accordance with section 24 of FOIP for agenda items:

4.1 Council Conduct

UNANIMOUSLY CARRIED

Councillor Rennie excused himself from the meeting at 7:12 p.m.

C-15-044-19

MOVED by Councillor Kluin that Council come out of in-camera at 7:37 p.m.

UNANIMOUSLY CARRIED

Councillor Rennie returned to the meeting at 7:37 p.m.

COUNCILLOR CONDUCT

C-15-045-19

MOVED by Councillor Bonnett:

WHEREAS members of Council have a duty to maintain their eligibility to hold office throughout the Council term;

WHEREAS as of January 1, 2019 Mayor Jim Rennie was indebted to Woodlands County for taxes in default exceeding \$50, contrary to section 22(1)(c) of the *Local Authorities Election Act* and section 174(1)(b) of the *Municipal Government Act*;

WHEREAS on January 8, 2019, Woodlands County advised Mayor Rennie of his disqualification due to indebtedness to the municipality;

WHEREAS on January 11, 2019, Mayor Rennie chose not to resign from Council but did proceed to pay, in full, the tax arrears owing to the municipality;

NOW THEREFORE BE IT RESOLVED THAT:

1. Council finds that Mayor Rennie's conduct fell short of the standard prescribed by law and expected of a member of Council for Woodlands County.
2. Council acknowledges that Mayor Rennie promptly paid the taxes owing upon being advised of his disqualification and that he has expressed remorse to Council for his actions and is voluntarily stepping down from his Council appointment as Mayor.
3. Council notes that Section 175(2) of the *Municipal Government Act* grants Council the discretion, but does not impose any obligation, to bring a court application to enforce a disqualification.
4. Council has carefully weighed the costs and impacts of legal proceedings and further believes that a judge, upon hearing the application, would likely allow Jim Rennie to remain a councillor in the circumstances.
5. Council has determined it is in the public interest to disclose this information publicly but not pursue enforcement of disqualification through the courts at Woodlands County taxpayers' expense in the circumstances.

UNANIMOUSLY CARRIED

Mayor Govenlock advised that a press release would be issued Wednesday morning regarding the resignation of Jim Rennie as Mayor.

**ADOPTION OF
MINUTES:**

SPECIAL COUNCIL MEETING MINUTES OF JANUARY 10, 2019

It was noted that the times had been inadvertently switch for calling the meeting to order and going into camera.

C-15-046-19

MOVED by Councillor Bonnett that Council adopt the minutes of the January 10, 2019, special Council meeting as amended.

UNANIMOUSLY CARRIED

REGULAR COUNCIL MEETING MINUTES OF JANUARY 15, 2019

C-15-047-19

MOVED by Councillor Kluin that Council adopt the minutes of the January 15, 2019, regular Council meeting as presented.

UNANIMOUSLY CARRIED

SPECIAL COUNCIL MEETING MINUTES OF JANUARY 16, 2019

C-15-048-19

MOVED by Councillor Prestidge that Council adopt the minutes of the January 16, 2019, special Council meeting as presented.

UNANIMOUSLY CARRIED

BYLAW(S):

BYLAW 517/19 – TO REPEAL BYLAW 510/18 CAO BYLAW

C-15-049-19

MOVED by Councillor McQueen that Council give first reading to Bylaw 517/19 to repeal bylaw 510/18 CAO bylaw.

UNANIMOUSLY CARRIED

C-15-050-19

MOVED by Councillor Burrows that Council give second reading to Bylaw 517/19.

UNANIMOUSLY CARRIED

C-15-051-19

MOVED by Councillor Prestidge that Council proceed to third and final reading of Bylaw 517/19 to repeal bylaw 510/18 CAO bylaw.

UNANIMOUSLY CARRIED

C-15-052-19

MOVED by Councillor McQueen that Council give third reading to Bylaw 517/19.

UNANIMOUSLY CARRIED

NEW BUSINESS: COUNCIL INVITATION

Council reviewed and discussed their availability with respect to the invitations received requesting Council representation.

C-15-053-19

MOVED by Councillor Rennie that Council authorize the attendance of Council at the annual Community Lunch Box Celebration Night on Saturday, March 2, 2019 at St. Joseph Parish Hall.

UNANIMOUSLY CARRIED

C-15-054-19

MOVED by Councillor McQueen that Council authorize the attendance of Council at the annual Agriculture Services Board Annual Appreciation Supper on February 22, 2019 at the Fort Assiniboine Legion Hall.

UNANIMOUSLY CARRIED

C-15-055-19

MOVED by Councillor Prestidge that Council accept the open invitation from the Fort Assiniboine Friendship Club to attend their meetings as information.

UNANIMOUSLY CARRIED

C-15-056-19

MOVED by Councillor McQueen that Council accept the annual 2019 Alberta Care Spring Seminar on February 27 – March 1, 2019 in High River, Alberta as information.

UNANIMOUSLY CARRIED

2019 OPERATING AND CAPITAL BUDGET

POINT OF ORDER: CAO Vincent advised that the Chair should never feel that their position is ever compromised as an elected official and certainly council expects the chair to coordinate the meeting and give everyone the equal opportunity to speak and at the same time that the chair has that opportunity to engage in the dialogue and ask questions as well.

Administration provided an updated Schedule A explaining that the changes reflected in the new schedule include requests during the budget process from Council, bringing budget into balance, carry forwards and year-end.

Discussion ensued regarding the schedules, proposed mill rate impact, tax ratio, tax arrears and the impact to Woodlands County. Also discussed was the negative impacts of unpaid linear taxes that is affecting 50 other municipalities including Woodlands County.

C-15-057-19

MOVED by Councillor Rennie that Council direct administration to prepare a Press Release to explain the severity of impacts of an unpaid tax base and that Woodlands County is working with the Province to find a solution and further that residents can contact the Mayor and the RMA, president for additional information.

UNANIMOUSLY CARRIED

C-15-058-19

MOVED by Councillor Kluin that Council adopts the 2019 Operating and Capital Budget as presented.

CARRIED

BUDGET PUBLIC OPEN HOUSE

Council reviewed and discussed their availability to hold budget public open house.

C-15-059-19

MOVED by Councillor Kluin that Council schedule Budget Consultation Open Houses from 6 – 7:30 p.m. on:

- February 21 at the Blue Ridge Community Hall;
- February 27 at the Fort Assiniboine Legion;
- February 25 at the Anselmo Hall; and
- February 28 at the Woodlands County Municipal Office Council Chambers in Whitecourt.

UNANIMOUSLY CARRIED

2019 PROPERTY TAX AUCTION SALE DATE

C-15-060-19

MOVED by Councillor McQueen that Council set the public auction for the properties on the arrears list on March 13th at 10:00 a.m. in the council Chambers of the Woodlands County Office, in Whitecourt. That the property offered for sale on an as-is, where-is basis with no guarantees or warranties. The terms of the sale are cash or certified cheque paid in full on the day of the auction. That the reserve bid be set at the 2018 assessed value on the properties listed in Schedule "A":



Schedule "A":

Roll Number	Legal Land Description	Reserve Bid Based on Total Assessed Value (as per 2018 Property Assessment & Taxes)
303027	5-06-056-01-W	\$51,640
3102514	5-11-058-18-NE	\$81,300
3102513	5-11-058-18-NE	\$85,390
3102530	5-11-058-18-NE	\$88,370
3102528	5-11-058-18-NE	\$88,460
3100051	5-11-059-02-NW	\$586,040

UNANIMOUSLY CARRIED

INFORMATION ON AGGREGATE GRAVEL LEVY

C-15-061-19

MOVED by Councillor Bonnett that Council accepts the aggregate gravel levy report as information.

UNANIMOUSLY CARRIED

BENEFITS PROGRAM

C-15-062-19

MOVED by Councillor Prestidge that Council direct administration to request RMA broker Lane Quinn to send out a request for proposal to include insurance companies within Woodlands County.

UNANIMOUSLY CARRIED

RECESS: Mayor Govenlock recessed the meeting at 8:43 p.m.

RECONVENE Mayor Govenlock reconvened at 8:52 p.m.

RESCIND POLICY 12-03-FCSS, RECREATION ARTS & CULTURE

C-15-063-19

MOVED by Councillor McQueen that Council rescinds Policy 1203 – F.C.S.S., Recreation and Arts & Culture Grant.

UNANIMOUSLY CARRIED

POLICY 7006 – RECREATION, ARTS & CULTURE GRANT

C-15-064-19

MOVED by Councillor Kluin that Council adopts Policy 7006 – Recreation and Arts & Culture Grants.

UNANIMOUSLY CARRIED

POLICY 5104 – FCSS GRANT

C-15-065-19

MOVED by Councillor Burrows that Council adopts Policy 5104 – FCSS Grants.

UNANIMOUSLY CARRIED

WILDFIRE COMMUNITY PREPAREDNESS DAY 2019

C-15-066-19

MOVED by Councillor McQueen that Council accepts the FireSmart information as presented.

UNANIMOUSLY CARRIED

MINOR C PROVINCIAL TOURNAMENT SPONSORSHIP

C-15-067-19

MOVED by Councillor Kluin that Council deny the sponsorship request for the Midget C Provincial Tournament.

UNANIMOUSLY CARRIED

C-15-068-19

MOVED by Councillor Burrows that Council direct administration to develop a policy regarding funding support requests from teams and individuals.

UNANIMOUSLY CARRIED

2019 CANADA WINTER GAMES – SPONSORSHIP OF COACH – PERRY SAWYER

C-15-069-19

MOVED by Councillor McQueen that Council approves sponsorship of \$1000 for Mr. Sawyer for his attendance at the 2019 Canada Winter Games in Red Deer,

Alberta, as coach of the Alberta Boxing Team and further request that he have the Woodlands County Logo placed on his gear.

UNANIMOUSLY CARRIED

REVIEW OF PLANNING & DEVELOPMENT FEES

C-15-070-19

MOVED by Councillor Kluin that Council accept the review of planning & development fees as information and include the proposed fees into Bylaw 516/18 to be brought back for a second and third reading.

Councillor Rennie requested a recorded vote.

IN-FAVOUR: Councillor Bonnett, Councillor Burrows, Mayor Govenlock,
Councillor Kluin & Councillor McQueen, Councillor Prestidge

OPPOSED: Councillor Rennie

CARRIED

C-15-071-19

MOVED by Councillor Burrows that Council have the proposed SDAB fee be refundable if the appeal is successful.

UNANIMOUSLY CARRIED

SUPPORT LETTER FOR NAKOTA TRAIL OF 1877 GRANT APPLICATION

C-15-072-19

MOVED by Councillor McQueen that Council provides a support letter to support the grant application.

UNANIMOUSLY CARRIED

RMA'S 2019 SPRING CONVENTION

C-15-073-19

MOVED by Councillor Burrows that Council direct administration to confirm registration for Council & CAO at the RMA 2019 Spring Convention in Edmonton from March 18-20, 2019.

UNANIMOUSLY CARRIED

C-15-074-19

MOVED by Councillor Bonnett that Council re-schedule the regular meeting of Council of Tuesday, March 19th to March 26th.

UNANIMOUSLY CARRIED

THE EXPRESS 2018 FINANCIAL AUDIT

C-15-075-19

MOVED by Councillor McQueen that Council accepts the 2018 audited financial statement of The Express as information.

UNANIMOUSLY CARRIED

PROJECT LOCKUP

Discussion ensued regarding the province's announcement of success of project lockup.

C-15-076-19

MOVED by Councillor Kluin that Council direct administration to contact the solicitor general to request a public presentation regarding project lockup.

UNANIMOUSLY CARRIED

CORRESPONDENCE & INFORMATION:

POINTS TO CAPTURE

C-15-077-19

MOVED by Councillor Bonnett that Council accept:

- 3 – Office of Mayor;
- 6.1 – Bylaw 517/19 – CAO Bylaw;
- 9.4 – 2019 Operating & Capital Budget;
- 9.7 – Rescind Policy 1203 – FCSS, Recreation, Arts & Culture Grants;
- 9.8 - Policy 7006 – Recreation Arts & Culture Grant;
- 9.9 – Policy 5104 – FCSS Grant;
- 9.11a – 2019 Canada Winter Games – Sponsorship of Coach – Perry Sawyer;
- 9.12 – Review of Planning & Development Fees;
- 9.13 – Support Letter for Nakoda Trial of 1877 Grant Application; and
- 9.16 – Project Lockup.

as the points to capture from the February 5, 2019, Council meeting.

UNANIMOUSLY CARRIED

**REPORTS &
QUESTIONS
FROM MEMBERS
OF COUNCIL:**

Council members provided verbal reports from recent committee meetings and events, they attended.

C-15-078-19

MOVED by Councillor Burrows that Council accept the Councillor's reports for February 5, 2019, as information.

UNANIMOUSLY CARRIED

**COMMITTEE OF
THE WHOLE:**

C-15-079-19

MOVED by Councillor Kluin that Council move to an in-camera session at 10:05 p.m. in accordance with sections 17, 21, 23 & 24 of FOIP for agenda item:

- 12.1 CAO Fixed Term Employment Contract;
- 12.2 Intermunicipal Collaboration Discussions;
- 12.3 CAO Operations Overview

UNANIMOUSLY CARRIED

C-15-080-19

MOVED by Councillor Burrows that Council come out of in-camera at 11:18 p.m.

UNANIMOUSLY CARRIED

CAO FIXED TERM EMPLOYMENT CONTRACT

C-15-081-19

MOVED by Councillor Rennie that Council approve the Chief Administrative Officer fixed term employment contract to hire Mr. Paul Hanlan as the Chief Administrative Officer for Woodlands County effective February 11, 2019.

UNANIMOUSLY CARRIED

INTERMUNICIPAL COLLABORATION DISCUSSIONS

C-15-082-19

MOVED by Councillor Prestidge that Council accept the CAO briefing on the Intermunicipal Collaboration Discussions as information.

UNANIMOUSLY CARRIED

CAO OPERATIONS OVERVIEW

C-15-083-19

MOVED by Councillor Rennie that Council direct administration to instruct legal council to work in collaboration with the Town of Whitecourt in the matter of the environmental charges.

UNANIMOUSLY CARRIED

C-15-084-19

MOVED by Councillor Bonnett that Council approve the proposed transition plan for the CAO and that Pat Vincent be retained to assist Council in the Intermunicipal Collaboration discussion process.

UNANIMOUSLY CARRIED

C-15-085-19

MOVED by Councillor Kluin that Council approve a letter be directed to the Town of Whitecourt in response to Woodlands County's commitment under the Intermunicipal Cost Sharing Agreement to meet the firefighting needs for each respective municipality.

UNANIMOUSLY CARRIED

C-15-086-19

MOVED by Mayor Govenlock that Council accept for information the CAO Operational Overview report.

UNANIMOUSLY CARRIED

ADJOURNMENT: C-15-087-19

MOVED by Councillor Kluin that Council adjourn the meeting at 11:22 p.m.

UNANIMOUSLY CARRIED



Mayor



Secretary