

**COUNCIL MINUTES  
WOODLANDS COUNTY  
September 5, 2017**

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The regular meeting of the Council for Woodlands County was held Tuesday, September 5, 2017, at the Municipal Office in Whitecourt, Alberta, commencing at 7 p.m.

**MEMBERS  
PRESENT:**

J. Rennie  
R. Govenlock  
D. Kluin  
C. Merrifield  
S. Bonnett  
D. McQueen  
D. Pritchard

**IN  
ATTENDANCE:**

L. Mercier, Chief Administrative Officer  
S. Wharton, Executive Assistant  
G. Frank, Director Planning & Community Services  
W. Lacasse, Director Infrastructure Services  
J. Sunderman, Development Officer.  
D. Renkema, Quadel Growers Incorporated  
B. Kerton, Barrhead Leader  
P. Shokeir, Whitecourt Star  
B. Radke

**CALLED  
TO ORDER:**

The meeting was called to order by Mayor Rennie at 7:02 p.m.

**ADOPTION  
OF AGENDA:**

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

New Business:

**Add:**

7.1(3)VTRA Anniversary  
7.7 Highway 658

**C-15-470-17**

MOVED by Councillor Bonnett that Council adopt the September 5, 2017 agenda as amended.

UNANIMOUSLY CARRIED

Presiding Officer's Initials \_\_\_\_\_  
Designated Officer's Initials \_\_\_\_\_

**ADOPTION OF MINUTES:**

**REGULAR COUNCIL MEETING MINUTES OF AUGUST 15, 2017**

**C-15-471-17**

MOVED by Councillor McQueen that Council adopt the minutes of the August 15, 2017, regular Council meeting as amended.

UNANIMOUSLY CARRIED

**SPECIAL COUNCIL MEETING MINUTES OF AUGUST 15, 2017**

**C-15-472-17**

MOVED by Councillor Merrifield that Council adopt the minutes of the August 15, 2017, special Council meeting as presented.

UNANIMOUSLY CARRIED

**NEW BUSINESS: COUNCIL INVITATIONS**

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

**C-15-473-17**

MOVED by Councillor Merrifield that Council authorizes Council to attend the Caribou, Forestry & You Public information Awareness Panel on Thursday, September 7, 2017 at St. Joseph Parish Hall from 6:30 – 9:00 p.m.

UNANIMOUSLY CARRIED

**C-15-474-17**

MOVED by Councillor Govenlock that Council authorize Mayor Rennie to attend the Whitecourt ATV Club Media Ride on Saturday, September 9<sup>th</sup>, 2017 at the Windfall Town Site.

UNANIMOUSLY CARRIED

**C-15-475-17**

MOVED by Councillor Merrifield that Council authorize Councillor Kluin to attend the Pembina River VTRA Protocol Anniversary on September 25, 2017 at the Pembina Hills Public Schools Board Room.

UNANIMOUSLY CARRIED

**DRONE REGULATIONS**

**C-15-476-17**

MOVED by Councillor Kluin that Council accepts the Drone Regulations report as information.

UNANIMOUSLY CARRIED

**AIRPORT PARKING & NON-CONTRACT TIE DOWN FEES**

**C-15-477-17**

Moved by Councillor McQueen that council direct administration to bring back options as discussed for Airport parking.

UNANIMOUSLY CARRIED

**CONFLICT  
DECLARED:**

Councillor Merrifield declared a conflict to agenda item 5.1 – Quadel Growers Incorporated as he sits on the SDAB and left the meeting at 7:21 p.m.

**DELEGATION(S): QUADEL GROWERS INCORPORATED**

Darrel Renkema, Co-Founder/President with Quadel Growers Incorporated was in attendance and provided council with an overview of the proposed medical marijuana facility, including security requirements, safety measures and staffing potential.

**C-15-478-17**

MOVED by Councillor Kluin that Council accept the Quadel Growers Incorporated presentation as information.

UNANIMOUSLY CARRIED

Councillor Merrifield returned to the meeting at 7:32 p.m.

**PUBLIC HEARING: DEVELOPMENT PERMIT APPLICATION 15-051-2017 NATURAL RESOURCE EXTRACTION (GRAVEL OPERATION) PERRIER PIT ON PT. SW 2-62-5 W5M – ADMINISTRATION & ALBERTA TRANSPORTATION'S COMMENTS**

Mayor Rennie declared the public hearing for Development Permit 15-051-2017 open at 7:32 p.m.

Mayor Rennie outlined the written submissions received from Alberta Transportation and Woodlands County Administration.

Mayor Rennie declared the public hearing for Development Permit 15-051-2017 closed at 7:34 p.m.

**NEW BUSINESS:** **DEVELOPMENT PERMIT APPLICATION 15-051-2017 NATURAL RESOURCE EXTRACTION (GRAVEL OPERATION) PERRIER PIT ON PT. SW 2-62-5 W5M**  
(Con't)

Councillor Bonnett indicated that as she was not at the public hearing she would be abstaining from voting on development permit application 15-051-2017.

**C-15-479-17**

MOVED by Councillor Merrifield that Council approves Development Permit Application 15-051-2017 Resource Extraction (Gravel Operation) Perrier Pit on Pt. SW 2-62-5 W5M with the following conditions:

1. The applicant shall enter into, and abide by, the provisions of a Development Agreement addressing the issues referenced in s.650 of the Municipal Government Act, and the agreement shall contain terms satisfactory to Woodlands County;
2. The applicant shall enter into, and abide by, a Road Use Agreement with Woodlands County. As the development may change over time, the agreement shall be issued on an annual basis. The agreement may be extended for a term not to exceed two (2) years. The applicant shall immediately cease any and all hauling activities upon the expiration of the Road Use Agreement until such time as a new Road Use Agreement has been duly executed by the applicant and Woodlands County, on terms acceptable to Woodlands County. The Road Use Agreement shall include, but not be limited to terms to the satisfaction of Woodlands County including the following:
  - Hours of operation for hauling (prescribed to be the same hours as condition number 4);
  - Dust control measures and road maintenance; and,
  - Security requirements,
3. Aggregate developments shall be developed in such a manner to ensure that a three (3) meter (9.84 ft.) wide buffer is maintained from the property line to the excavation with a minimum 3:1 slope ratio;
4. Hours of operation for natural resource extraction developments and hauling will be from 7:00 a.m. to 7:00 p.m., Monday through Friday, with weekend and statutory holiday closures being mandatory, unless prior

written approval has been obtained from Woodlands County to alter the prescribed hours of operation;

5. The applicant shall ensure ongoing communication with property owners in the vicinity advising of extended or non-typical operations including, but not limited to, the time and duration of crushing activities and major hauls. Such communication shall be by way of newspaper advertisement, in a newspaper of general circulation in the municipality, or through written communication to the individual property owners;
  - a) Location of stockpile to be determined through consultation with the developer and Woodlands County
6. The applicant may be required to install, at its sole expense, any signage, which, in the sole discretion of Woodlands County, are deemed to be required for public safety i.e. "STOP", "TRUCKS TURNING" or "OPEN EXCAVATION". Any such sign(s) shall be of a professional grade as approved by Woodlands County's Infrastructure Department;
7. The applicant shall remove all garbage and waste from the lands and keep the land in a clean and orderly manner at the applicant's own expense, including the disposal and/or storage of trees that may be needed to be removed from the excavation site;
8. The applicant shall ensure that the excavation is located at a minimum one hundred fifty (150) meters from any water course (as per Pride Valley Area Structure Plan and/or Alberta Environment & Parks regulations);
9. The applicant shall pay to Woodlands County all amounts due and payable under the Woodlands County Community Aggregate Payment Levy Bylaw;
10. The applicant shall obtain all necessary provincial and federal approvals and shall provide Woodlands County with copies of said approvals. Further, the applicant shall comply with the requirements of all municipal, provincial and federal approvals during the life of the development;
11. For Class 2 pits the applicant shall provide Woodlands County with security in the amount of \$58,973.42 (fifty-eight thousand, nine hundred seventy-three dollars and forty-two cents), in a form acceptable to the County, to ensure that the lands are properly reclaimed pursuant to the Reclamation Plan submitted to and approved by Woodlands County;
12. A Traffic Impact Assessment shall be required if Woodlands Infrastructure or Alberta Transportation find operational concerns with TWP Rd 620A and/or 620A transition to Highway 661. Said assessment to be conducted to the satisfaction of Woodlands County

and Alberta Transportation to ensure the safe operation of the trucks hauling on the municipality's and Provincial roadway system;

13. The applicant shall ensure that the development does not cause any adverse drainage impact on adjacent property or flooding of nearby ditches in excess of their capabilities;
14. No further development, expansion or change in use is permitted unless prior written approval is obtained from Woodlands County;
15. There shall be no dumping of foreign materials or products in the excavation area that would not normally be found in the natural resource extraction process, i.e. dead animal carcasses, asphalt, cement, etc.;
16. The applicant shall ensure that weed control is completed in compliance with the Alberta Weed Control Act;
17. A noise modelling investigation be conducted, if complaints on noise are received, to determine sound predictions based on the equipment, activities and hauling by the owner/operator, at the developer's expense, to the satisfaction of Woodlands County, to ensure that satisfactory noise levels are not exceeded in accordance with the Community Standards Bylaw and study provided. The developer shall implement procedures to mitigate noise;
18. Results and mitigation procedures of the noise monitoring investigation shall be implemented by the owner/operator. Woodlands County shall be informed of the measures recommended and undertaken from the operation. Woodlands County shall be informed of the measures being taken into consideration (i.e. alternative use of back up beepers);
19. Detailed practices and a schedule of practices to minimize dust generation on the pit floor, stockpiles, equipment and any plants pertaining to the aggregate industry shall be provided to Woodlands County;
20. Reclamation will be completed as per details of the Conservation and Reclamation Business Plan, identified under Section 7 (attached to and forming part of the Development Permit Application) to the satisfaction of Woodlands County;
21. Should at any time any of the requirements for the development permit not, in the opinion of the Development Authority, been complied with, the Development Authority may suspend or cancel the development permit for the operation, pursuant to the provisions of the Municipal Government Act;
22. Shall obtain a burning permit from Alberta Forest Service for any burning undertaken;

23. Should comply with the Commercial Vehicle Safety Regulation AR 121/2009 Section 17(4) A driver, carrier or an owner of a commercial vehicle shall ensure that cargo transported by a commercial vehicle is contained, immobilized or secured so that it cannot (a) leak, spill, blow off, fall from, fall through or otherwise be dislodged from the commercial vehicle, or (b) shift upon or within the commercial vehicle to such an extent that the commercial vehicle's stability or maneuverability is adversely affected;
24. The applicant shall provide the county with a baseline ground monitoring report and testing procedure for wells located within the 1.6 kilometer radius of any and all reports on water well monitoring that is required as per Section 9.2 and 11 of the Pride Valley Area Structure Plan;
25. The applicant shall obtain engineered surface water drainage plans as required in accordance with the Water Act and the Environmental Protection & Enhancement Act demonstrating stormwater mitigation;
26. The Developer/Operator shall be required to notify and negotiate with the County of Barrhead No. 11 any proposed routes upon roads within the County of Barrhead No. 11;
27. The owner/operator of the pit shall ensure that all gravel trucks hired for hauling activities shall be a member of the Alberta Sand and Gravel Association and have ASGA identification numbers visible on their trucks;
28. No permanent structures or facilities located within the 1:100 year flood area, which is set at 594.81 meters above sea level;
29. Approval is granted for the life of the Class 2 pit operation limited by stop orders, road use agreement and an administrative review every five (5) years to ensure compliance with the existing permit.

**Note: The Developer/Operator shall have regard to the fact that any materials and or equipment located within the 1:100 year flood area, which is set at 594.81 meters above sea level may become damaged during a flood event**

UNANIMOUSLY CARRIED

**SME 160077 (PRIDE VALLEY GRAVEL PIT) TESTING UPDATE**

**C-15-480-17**

Moved by Councillor Bonnett that council accepts the SME 160077 (Pride Valley Gravel Pit) Testing Update Report as information.

UNANIMOUSLY CARRIED

## **WHITECOURT GOLF & COUNTRY CLUB REQUEST**

### **C-15-481-17**

Moved by Mayor Rennie that Council approve a \$9000 unbudgeted grant for the Whitecourt Golf & Country Club with the understanding that the Woodlands County logo be included on all their advertising materials for the 2018 Golf Season and further direct administration to enter into discussions with the Town of Whitecourt to cost share on the grant.

#### **IN-FAVOUR:**

Mayor Rennie  
Councillor Merrifield  
Councillor Kluin  
Councillor Pritchard

#### **OPPOSED:**

Councillor Govenlock  
Councillor Bonnett  
Councillor McQueen

CARRIED

## **HIGHWAY 658**

### **C-15-482-17**

Moved by Councillor Pritchard that council direct administration to contact Blue Ridge Lumber, RCMP and the Blue Ridge Fire Department to determine the number of accidents on highway 658 in the last 10 years.

UNANIMOUSLY CARRIED

### **CORRESPONDENCE & INFORMATION:**

#### **POINTS TO CAPTURE**

### **C-15-483-17**

MOVED by Councillor Govenlock that Council accept:

- 5.1 - Quadel Growers Incorporated;
- 7.3 – Drone Regulations; and
- 7.7 – Highway 658

as the points to capture from the September 5, 2017, Council meeting.

UNANIMOUSLY CARRIED

#### **INFORMATION ITEMS**

Council reviewed L. Mercier's report outlining correspondence received by Woodlands County.



**C-15-484-17**

MOVED by Councillor McQueen that Council accepts the information package dated 22 August 2017 as circulated.

UNANIMOUSLY CARRIED

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

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

**C-15-485-17**

MOVED by Councillor Bonnett that Council accept the Councillor's reports, as information.

UNANIMOUSLY CARRIED

**C-15-486-17**

MOVED by Councillor Bonnett that Council authorize Council to attend the Mountain Bike Park Grand opening on Saturday, September 9<sup>th</sup>, 2017 at 11 a.m.

UNANIMOUSLY CARRIED

**RECESS:** Mayor Rennie recessed the meeting at 8:04 p.m.

**RECONVENED:** Mayor Rennie reconvened the meeting at 8:14 p.m.

**COMMITTEE OF  
THE WHOLE:**

**C-15-487-17**

MOVED by Councillor McQueen that Council move to an in-camera session at 8:15 p.m.

UNANIMOUSLY CARRIED

**C-15-488-17**

MOVED by Councillor Bonnett that Council come out of camera at 8:55 p.m.

UNANIMOUSLY CARRIED

**MILLAR WESTERN REQUEST**

**C-15-489-17**

MOVED by Councillor Merrifield that Woodlands County send a letter of support to Millar Western for their commercial timber permit.

UNANIMOUSLY CARRIED

**ADMINISTRATIVE UPDATES**

**C-15-490-17**

MOVED by Councillor McQueen that Council accept the Administrative update report as information.

UNANIMOUSLY CARRIED

**CAO PERFORMANCE APPRAISAL**

**C-15-491-17**

MOVED by Councillor McQueen that Council direct Mayor Rennie to meet with the CAO to deliver the performance review.

UNANIMOUSLY CARRIED

**ADJOURNMENT: C-15-492-17**

MOVED by Councillor Pritchard that Council adjourn the meeting at 8:56 p.m.

UNANIMOUSLY CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Secretary