

**COUNCIL MINUTES
WOODLANDS COUNTY
January 16, 2018**

The regular meeting of the Council for Woodlands County was held Tuesday, January 16, 2018, at the Municipal Office in Whitecourt, Alberta, commencing at 9:30 a.m.

**MEMBERS
PRESENT:**

J. Rennie	J. Burrows
R. Govenlock	D. Kluin
D. McQueen	B. Prestidge

ABSENT:

S. Bonnett

**IN
ATTENDANCE:**

L. Mercier, Chief Administrative Officer
S. Wharton, Executive Assistant
G. Frank, Director, Community Services & Planning
J. Sloatweg, Manager Planning & Development
K. Kennedy, Manager Parks & Recreation
B. Lacasse, Director Infrastructure Services
B. Kerton, Barrhead Leader
L. McBeth, XM 105
C. Grande, Director Community Services, Town of Whitecourt
S. Shannon, Manager FCSS, Town of Whitecourt
P. Smyl, CAO Town of Whitecourt

**CALLED
TO ORDER:**

The meeting was called to order by Mayor Rennie at 9:31 a.m.

**ADOPTION
OF AGENDA:**

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

New Business:

Add:

- 7.13 Condition of Highway 658
- 7.14 Log Haul
- 7.15 Invites
- 7.16 Timeu Scales

Committee of the Whole:

- 10.5 Letters (FOIP 17, 24 & 27)
- 10.6 GROWTH Alberta Opportunity (FOIP 24)

C-15-005-18

MOVED by Councillor McQueen that Council adopt the January 16, 2018 agenda as amended.

UNANIMOUSLY CARRIED

**ADOPTION OF
MINUTES:**

REGULAR COUNCIL MEETING MINUTES OF DECEMBER 5, 2017

C-15-006-18

MOVED by Councillor Prestidge that Council adopt the minutes of the December 5, 2017, regular Council meeting as presented.

UNANIMOUSLY CARRIED

SPECIAL COUNCIL MEETING MINUTES OF DECEMBER 7, 2017

C-15-007-18

MOVED by Councillor Kluin that Council adopt the minutes of the December 7, 2017, special Council meeting as presented.

UNANIMOUSLY CARRIED

SPECIAL COUNCIL MEETING MINUTES OF DECEMBER 11, 2017

C-15-008-18

MOVED by Councillor McQueen that Council adopt the minutes of the December 11, 2017, special Council meeting as presented.

UNANIMOUSLY CARRIED

SPECIAL COUNCIL MEETING MINUTES OF DECEMBER 13, 2017

C-15-009-18

MOVED by Councillor Prestidge that Council adopt the minutes of the December 13, 2017, special Council meeting as presented.

UNANIMOUSLY CARRIED

SPECIAL COUNCIL MEETING MINUTES OF DECEMBER 19, 2017

C-15-010-18

MOVED by Councillor Burrows that Council adopt the minutes of the December 19, 2017, Council meeting as presented.

UNANIMOUSLY CARRIED

SPECIAL COUNCIL MEETING MINUTES OF JANUARY 10, 2018

C-15-011-18

MOVED by Councillor Burrows that Council adopt the minutes of the January 10, 2018, special Council meeting as presented.

UNANIMOUSLY CARRIED

BYLAW(S):

BYLAW 500/18 AMENDING LAND USE BYLAW 490/17 – APPLICATION 2017LUA02 PT. NE, SE AND SW 5-63-6 W5M – A2 TO NRE-DC

C-15-012-18

MOVED by Councillor McQueen that Council give first reading to Bylaw 500/18 – Amending LUB 490/17 – Land Use Amendment Application 2017LUA02 – Pt. NE, SE and SW 5-63-6 W5M – A2 to NRE-DC.

UNANIMOUSLY CARRIED

C-15-013-18

MOVED by Councillor Kluin that Council direct administration to schedule a public hearing for Bylaw 500/18 on Tuesday, February 6, 2018 at 7:15 p.m. at the Woodlands County Office, Council Chambers in Fort Assiniboine, AB.

UNANIMOUSLY CARRIED

BYLAW 504/18: NO PARKING BYLAW

C-15-014-18

MOVED by Councillor Prestidge that Council give first reading to Bylaw 504/18 – No Parking Bylaw.

UNANIMOUSLY CARRIED

C-15-015-18

MOVED by Councillor Govenlock that Council give second reading to Bylaw 504/18 – No Parking Bylaw.

UNANIMOUSLY CARRIED

C-15-016-18

MOVED by Councillor McQueen that Council proceed to third and final reading of Bylaw 504/18 – No Parking Bylaw.

UNANIMOUSLY CARRIED

C-15-017-18

MOVED by Councillor Kluin that Council give third reading to Bylaw 504/18 – No Parking Bylaw.

UNANIMOUSLY CARRIED

NEW BUSINESS: AEP GUIDELINES FOR RECLAMATION AND SECURITY CALCULATIONS ON GRAVEL PITS

C-15-018-18

MOVED by Councillor Burrows that Council accept the report on Alberta Environment and Parks guidelines for reclamation and security calculations as information.

UNANIMOUSLY CARRIED

DEVELOPMENT PERMIT APPLICATION 15-075-2017 NATURAL RESOURCE EXTRACTION (GRAVEL OPERATION) WILLIAMS PIT ON PT. SW 14-63-6 W5M

C-15-019-18

MOVED by Councillor Kluin that Council approve Development Permit Application 15-075-2017 with the following conditions:

1. The Developer/Operator 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. Provision that the Developer/Operator shall apply to Alberta Transportation for a Road Side Development permit and be responsible for any design and construction for intersection treatments at Highway

661 at Twp Rd 632 and Rge Rd 60A should operational concerns arise and be identified by Alberta Transportation;

3. The Developer/Operator 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 Developer/Operator 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 developer/operator 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 5);
 - Dust control measures and road maintenance; and,
 - Security requirements,
4. 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;
5. 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;
6. The Developer/Operator 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;
7. The Developer/Operator may be required to install, at its sole expense, any signage, which, in the sole discretion of Woodlands County, is 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;
8. The Developer/Operator shall remove all garbage and waste from the lands and keep the land in a clean and orderly manner at the developer/operator's own expense, including the disposal and/or storage of trees that may be needed to be removed from the excavation site;
9. The Developer/Operator shall pay to Woodlands County all amounts due and payable under the Woodlands County Community Aggregate Payment Levy Bylaw;

10. The Developer/Operator shall obtain all necessary provincial and federal approvals and shall provide Woodlands County with copies of said approvals. Further, the Developer/Operator shall comply with the requirements of all municipal, provincial and federal approvals during the life of the development;
11. The Developer/Operator shall provide Woodlands County with copies of all Security Estimates and Activities Plans submitted to Alberta Environment & Parks in relation to the development;
12. No further development, expansion or change in use is permitted unless prior written approval is obtained from Woodlands County;
13. 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.;
14. The Developer/Operator shall ensure that weed control is completed in compliance with the Alberta Weed Control Act;
15. 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;
16. 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);
17. 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;
18. Approval is granted for the life of the pit operation limited by stop orders, road use agreement re-evaluations and a review coordinated with Alberta Environment & Parks during their Five Year Reporting process as per the Code of Practice for Pits, authorized under the Environmental Protection and Enhancement Act, RSA 2000, c.E-12, and Conservation and Reclamation Regulation (AR 115/93);
19. 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;
20. Shall obtain a burning permit from Alberta Forest Service for any burning undertaken;

21. 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;
22. Reclamation will be completed as per details of the Conservation and Reclamation Plan, as approved by Alberta Environment & Parks, (attached to and forming part of the Development Permit Application) to the satisfaction of Woodlands County;
23. The Developer/Operator shall obtain engineered surface water drainage plans as required in accordance with the Water Act and the Environmental Protection & Enhancement Act demonstrating stormwater mitigation;
24. The Developer/Operator shall be required to notify and negotiate with the County of Barrhead No. 11 any proposed haul routes on roads within the County of Barrhead No. 11;
25. The owner/operator of the pit should 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.

UNANIMOUSLY CARRIED

POLICY 5102 – SENIOR TRANSPORTATION GRANT

C-15-020-18

MOVED by Councillor McQueen that Council adopt 5102 – Senior Citizen and Disabled Persons Transportation Benefits as presented.

UNANIMOUSLY CARRIED

ELECTION 2017 FEEDBACK

C-15-021-18

MOVED by Councillor McQueen that Council direct administration to ensure the following is arranged for the next municipal election:

- That an advance vote takes places on the Saturday two weeks prior the next Municipal election date;
- that a deputy returning officer be appointed at the Fort Assiniboine office to fill out mail-in ballots as required;
- that election workers are assigned to work outside their residential ward;

- that efforts are made to try and co-ordinate the advance vote date with the Northern Gateway and Pembina Hills School Boards; and
- that returning officers ensure that only generic questions are asked when trying to determine which area an individual resides within.

UNANIMOUSLY CARRIED

2018 HOMETOWN HERO AIRSHOW

C-15-022-18

MOVED by Councillor Govenlock that Council approves the Whitecourt Airshow Society request to host the 10th Anniversary of the Hometown Heroes Airshow at the Whitecourt Airport on July 28 & 29, 2018.

UNANIMOUSLY CARRIED

C-15-023-18

MOVED by Councillor Govenlock that Council direct administration to request additional budget information from the Whitecourt Airshow Society.

UNANIMOUSLY CARRIED

ACCIDENT STATS ON HWY 658

C-15-024-18

MOVED by Councillor McQueen that Council direct administration to schedule a meeting with the Minister of Transportation and local MLA's to discuss Highway 658 concerns.

UNANIMOUSLY CARRIED

DELEGATION(S): FCSS OVERVIEW

Chelsea Grande, Director Community Services and Sharon Shannon, Manager of FCSS with the Town of Whitecourt were in attendance to provide Council an overview of the services and programs that are available through FCSS.

C-15-025-18

MOVED by Councillor Kluin that Council accepts the FCSS Overview as information and direct administration to add the FCSS link for the program information to the Woodlands County website.

UNANIMOUSLY CARRIED

WHITECOURT MOUNTAIN BIKE ASSOCIATION

Mike Penner and Matt Ogradnick from the Whitecourt Mountain Bike Association were in attendance to provide Council an overview of the Whitecourt Mountain Bike Park, as well as a funding request to complete phase 2 of the park.

C-15-026-18

MOVED by Councillor Govenlock that Council direct Administration to forward the funding request from the Whitecourt Mountain Bike Association for the amount of \$25,000.00 to the 2018 budget deliberations.

UNANIMOUSLY CARRIED

RECESS: Mayor Rennie recessed the meeting at 10:42 a.m.

RECONVENED: Mayor Rennie reconvened the meeting at 10:50 a.m.

NEW BUSINESS: MILLAR WESTERN REQUEST

Con't

C-15-027-18

MOVED by Councillor McQueen that Council accept the Millar Western request report as information.

UNANIMOUSLY CARRIED

YOUTH CAREER EXPOSURE BOOT CAMPS PROPOSED BUDGET

C-15-028-18

MOVED by Councillor Govenlock that Council approve funding the 2018 Youth Career Exposure Boot Camps program at \$5000 and further direct administration to prepare a letter funding amount, requesting additional information relating to fees and an invite to the finale.

UNANIMOUSLY CARRIED

CANCELLATION OF MARCH 20TH COUNCIL MEETING

C-15-029-18

MOVED by Councillor Kluin that Council reschedule of the March 20th regular council meeting to March 27, 2018.

UNANIMOUSLY CARRIED

MEETING WITH RCMP CO AT AAMDC SPRING CONVENTION

C-15-030-18

MOVED by Councillor McQueen that council direct administration to notify the RCMP that we do not need to meet with them at the AAMDC conference.

UNANIMOUSLY CARRIED

ACP GRANT APPLICATION REQUEST

C-15-031-18

MOVED by Councillor Govenlock that Council confirms support and approves a joint application to the Alberta Community Partnership for the Regional Business Park Feasibility Study with the Town of Whitecourt to act as the managing partner on the project.

UNANIMOUSLY CARRIED

HIGHWAY 658 CONDITIONS

Concerns were raised regarding the additional traffic and conditions of hwy 658 resulting from snow buildup.

C-15-032-18

MOVED by Councillor McQueen that Council direct administration to request a meeting with the Minister of Transportation to discuss concerns relating to highway 658.

UNANIMOUSLY CARRIED

LOG HAUL ON HIGHWAY 658

It was noted that concerns are being raised over uncourteous behaviour of log trucks being over the yellow line, not dimming their lights or shutting of the light bars when travelling on highway 658.

C-15-033-18

MOVED by Councillor McQueen that Council direct administration to discuss with Miller Western the complaints being received of uncourteous behaviour of log haul trucks on highway 658.

UNANIMOUSLY CARRIED

OLIVE TREE INVITE

C-15-034-18

MOVED by Councillor Prestidge that Council authorizes Council's attendance at the grand opening of the Olive Tree Restaurant in Whitecourt on Friday, January 19, 2018.

UNANIMOUSLY CARRIED

TIMEU SCALE

C-15-035-18

MOVED by Councillor Prestidge that Council direct Mayor Rennie and Councillor Kluin to meet with Millar Western regarding the Timeu Scale.

UNANIMOUSLY CARRIED

CORRESPONDENCE & INFORMATION:

POINTS TO CAPTURE

C-15-036-18

MOVED by Councillor Kluin that Council accept:

- 4.2 – Bylaw 504/18 No Parking Bylaw;
- 5.1. – FCSS Overview;
- 5.2 - Whitecourt Mountain Bike Association;
- 7.3 – Policy 5102 – Senior Transportation Grant Update;
- 7.4 – Election 2017 Feedback;
- 7.5 - 2018 Hometown Heroes Airshow;
- 7.8 – Youth Career Exposure Boot Camps Proposed Budget;
- 7.9 – Cancellation of March 20th Council Meeting;
- 7.11- ACP Grant Application Request;
- 7.13 – Conditions of Hwy 658;
- 7.14 – Log Haul on Hwy 658; and
- 7.16 – Timeu Scale.

as the points to capture from the January 16, 2018, Council meeting.

UNANIMOUSLY CARRIED

REPORTS & QUESTIONS FROM MEMBERS OF COUNCIL:

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



C-15-037-18

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

UNANIMOUSLY CARRIED

**COMMITTEE OF
THE WHOLE:**

C-15-038-18

MOVED by Councillor McQueen that Council move to an in-camera session at 11:43 a.m. in accordance with section 17, 24, 25 & 27 of FOIP for agenda items 10.1 – Member at Large Applications, 10.2 – Appraisal of Land, 10.3 – Appraisal of Land held for Security, 10.4 – Legal Update, 10.5 – Letters and 10.6 – GROWTH Opportunity.

UNANIMOUSLY CARRIED

C-15-039-18

MOVED by Councillor Kluin that Council come out of camera at 1:09 p.m.

UNANIMOUSLY CARRIED

MEMBER AT LARGE APPLICATIONS

C-15-040-18

MOVED by Councillor McQueen that Council accept the member at large letters of interest for the Woodlands County Economic Development Committee as information and further direct administration to change the library board membership as discussed.

UNANIMOUSLY CARRIED

**ECONOMIC DEVELOPMENT COMMITTEE MEMBER AT LARGE
APPOINTMENT**

C-15-041-18

MOVED by Councillor Burrows that Council appoint Tina Prodaniuk to serve as a member at large on the Woodlands County Economic Development Committee from January 16, 2018 to October 31, 2018.

CARRIED

APPRAISAL OF LAND – PLAN 152-0806 BLK 1, LOT 1 (HIGHWAY COMMERCIAL LOT NEAR AIRPORT)

C-15-042-18

MOVED by Councillor Burrows that Council direct administration to add the appraisal of Plan 152-0806, Block 1, Lot 1 to the Council Retreat Agenda.

UNANIMOUSLY CARRIED

APPRAISAL OF LAND HELD FOR SECURITY

C-15-043-18

MOVED by Councillor Kluin that Council direct administration to proceed with listing Plan 142-4321, Block 1, Lot 6 for sale for the appraised value of \$826,500.00.

UNANIMOUSLY CARRIED

LEGAL UPDATE

C-15-044-18

MOVED by Councillor Govenlock that Council accept the legal update as information.

UNANIMOUSLY CARRIED

LETTERS

C-15-045-18

MOVED by Councillor Burrows that Council accept the letter discussion as information.

UNANIMOUSLY CARRIED

GROWTH ALBERTA OPPORTUNITY

C-15-046-18

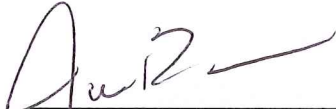
MOVED by Councillor Kluin that Council direct administration to bring the Timeu site forward to GROWTH Alberta as a potential site for commercial hemp industry.

UNANIMOUSLY CARRIED

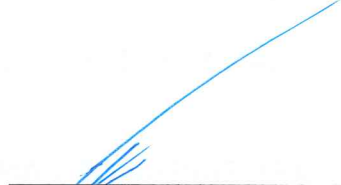
ADJOURNMENT: C-15-047-18

MOVED by Councillor Burrows that Council adjourn the meeting at 1:12 p.m.

UNANIMOUSLY CARRIED



Mayor



Secretary