

**COUNCIL MINUTES
WOODLANDS COUNTY
December 20, 2016**

The regular meeting of the Council for Woodlands County was held Tuesday, December 20, 2016, at the Regional Municipal Office in Fort Assiniboine, Alberta, commencing at 9:30 a.m.

**MEMBERS
PRESENT:**

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

**IN
ATTENDANCE:**

L. Mercier, Chief Administrative Officer
S. Wharton, Executive Assistant
G. Frank, Director Planning & Community Services
K. Kennedy, Manager Recreation, Parks & Facilities
H. LaRocelle, Community Liaison/Programming Coordinator
D. Vance, Northern Gateway Public Schools
D. Quick, Northern Gateway Public Schools
B. Northcott, Northern Gateway Public Schools
P. Goodspeed, Living Waters Catholic Schools
K. Tuts, Alberta Labour
B. Kerton, Barrhead Leader

**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:

Move item 5.1 Delegation from 10:00 a.m. to 9:35 a.m.
Remove item 5.2 STARS Air Ambulance Delegation

C-15-718-16

MOVED by Councillor Govenlock that Council adopt the December 20, 2016, agenda as amended.

UNANIMOUSLY CARRIED

ADOPTION OF MINUTES:

REGULAR COUNCIL MEETING MINUTES OF NOVEMBER 22, 2016

C-15-719-16

MOVED by Councillor Merrifield that Council adopt the minutes of the November 22, 2016, regular Council meeting as presented.

UNANIMOUSLY CARRIED

MINUTES OF DECEMBER 6, 2016, SPECIAL COUNCIL MEETING

C-15-720-16

MOVED by Councillor McQueen that Council adopt the minutes of December 6, 2016, special Council meeting as presented.

UNANIMOUSLY CARRIED

MINUTES OF DECEMBER 13, 2016, SPECIAL COUNCIL MEETING

C-15-721-16

MOVED by Councillor Kluin that Council adopt the minutes of December 13, 2016, special Council meeting as presented.

UNANIMOUSLY CARRIED

DELEGATION(S): YOUTH CAREER EXPOSURE BOOT CAMPS PROPOSAL

Debbie Vance, David Quick and, Brent Northcott with Northern Gateway Public Schools along with Pamela Goodspeed with Living Waters Catholic Schools and Kristy Tuts, Alberta Labour were in attendance to provide a presentation on the Youth Career Exposure Boot Camps proposal for students aged 14 years to 19 years planned for July 2017. The current camps planned include Trades Awareness/Construction boot camp, Justice boot camp, IT and app design boot camp, medical minds boot camp, culinary arts boot camp, animal health boot camp, fine arts. The collaboration is looking for additional funding of \$8,500 for the project.

C-15-722-16

MOVED by Councillor Bonnett that Council forward the Youth Career Exposure Boot Camp project request for \$8500 in funding to the next budget deliberation meeting.

UNANIMOUSLY CARRIED

NEW BUSINESS: YEAR-END SLIDE SHOW OF RECREATION PROJECTS, PROGRAMS, EVENTS AND COMMUNITY GROUP PROJECTS

Kara Kennedy, Manager of Parks, Recreation and Facilities and Holly LaRocelle, Community Liaison/Programming Coordinator provided a slide show on highlights of projects, programs and events for 2016.

C-15-723-16

MOVED by Councillor McQueen that Council accept the 2016 year-end slide show presentation of the recreation projects, programs, events and community group projects as information.

UNANIMOUSLY CARRIED

BYLAW(S) BYLAW 488/16 – FIRE PROTECTION – FIRE CHIEF APPOINTMENT, COST RECOVERY

Administration provided council with a revised RFD for bylaws 488/16 and 489/16 indicating that the bylaw contained in the package was divided into two bylaws to accommodate Councillor Kluin. A discussion ensued regarding the wording and additional changes council wished to incorporate in bylaw 488/16.

C-15-724-16

MOVED by Councillor McQueen that Council direct administration to revise Bylaw 488/16 as discussed and bring back to a future council meeting.

UNANIMOUSLY CARRIED

Councillor Kluin declared a conflict to Bylaw 489/16 regarding the Fire Chief Appointment and left the meeting at 10:39 a.m.

C-15-725-16

MOVED by Councillor Govenlock that Council move to an in-camera session at 10:40 a.m.

UNANIMOUSLY CARRIED

C-15-726-16

MOVED by Councillor Merrifield that Council come out of camera at 11:00 a.m.

UNANIMOUSLY CARRIED

C-15-727-16

MOVED by Councillor Merrifield that Council direct administration to revise 489/16 as discussed and bring back to a future council meeting.

UNANIMOUSLY CARRIED

Councillor Kluin returned to at the meeting at 11:00 a.m.

RECESS: Mayor Rennie recessed the meeting at 11:01 a.m.

RECONVENED: Mayor Rennie reconvened the meeting at 11:04 a.m.

COUNCIL INVITATIONS

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

C-15-728-16

MOVED by Councillor Merrifield that Council direct administration to contact Living Waters Catholic School Board of Trustees and request alternative dates for the proposed meeting date.

UNANIMOUSLY CARRIED

C-15-729-16

MOVED by Councillor McQueen that Council authorize the attendance of Council to attend the Whitecourt Trailblazers 2017 Annual Snowmobile VIP & Media Ride on Friday, January 27, 2017

UNANIMOUSLY CARRIED

C-15-730-16

MOVED by Councillor McQueen that Council ratify the attendance of Councillor Bonnett at the Blue Ridge Golden Age Club annual catered Christmas luncheon on December 14 at 1:00 pm at the Blue Ridge Community Hall.

UNANIMOUSLY CARRIED

C-15-731-16

MOVED by Councillor Kluin that Council ratify the attendance of Mayor Rennie and Councillors Govenlock and Bonnett at the Whitecourt Seniors supper on December 17 at the Whitecourt Seniors Circle.

UNANIMOUSLY CARRIED

C-15-732-16

MOVED by Councillor Merrifield that Council authorize the attendance of Council to attend the Whitecourt & District Chamber of Commerce Economic Forum on March 2, 2017.

UNANIMOUSLY CARRIED

CANCELLATION OF JANUARY 3RD COUNCIL MEETING

C-15-733-16

MOVED by Councillor McQueen that Council cancel the January 3, 2017 regular Council meeting.

UNANIMOUSLY CARRIED

BUDGET MEETING DATES

Council discussed their availability to schedule additional 2017 budget deliberation meeting dates

C-15-734-16

MOVED by Councillor Kluin that Council confirm the additional dates and times for budget deliberation meetings at the Woodlands County Council Chambers in Whitecourt on Tuesday, January 3, 2017 from 1-3 p.m. and on Tuesday, January 10, 2017 from 1-3 p.m.

UNANIMOUSLY CARRIED

2017 INTERIM OPERATING BUDGET

Council discussed the interim operating budget and Eastlink Park request for funding.

C-15-735-16

MOVED by Councillor McQueen that Council adopt the interim budget to be effective until the 2017 Operating Budget is adopted.

UNANIMOUSLY CARRIED

C-15-736-16

MOVED by Councillor Govenlock that Council approve funding request for Eastlink Park in the amount of \$42,500.00 in the 2017 budget.

UNANIMOUSLY CARRIED

REQUEST TO LICENSE ROAD ALLOWANCE – SW 36-58-10-W5M

C-15-737-16

MOVED by Councillor Merrifield that Council approve the request to license a portion of un-developed road allowance within SW 36-58-10-W5M (1.04 Acres +/-) subject to a condition that the existing road grade structure not being disturbed or altered in any way.

UNANIMOUSLY CARRIED

DEVELOPMENT PERMIT APPLICATION 15-098-2016 NATURAL RESOURCE EXTRACTION (GRAVEL OPERATION) SML 130024 ON PT. NW 18-59-18 W5M

C-15-738-16

MOVED by Councillor Kluin that Council approves Development Permit 15-098-2016 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 5);
 - Dust control measures and road maintenance; and,
 - Security requirements,

3. The applicant shall obtain any approvals for License of Occupation for access to other License of Occupation holders pursuant to Alberta Environment & Parks's guidelines. Any access required to be constructed by the applicant shall be at the applicant's expense;
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 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 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;
7. 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;
8. 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;
9. The applicant shall ensure that the excavation is located at a minimum thirty (30) meters from any water course (or as per Alberta Environment & Parks requirements and/or regulations);
10. The applicant shall pay to Woodlands County all amounts due and payable under the Woodlands County Community Aggregate Payment Levy Bylaw 377/11;
11. 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;
12. The applicant shall provide Woodlands County with copies of all Security Estimates and Activities Plans submitted to Alberta Environment & Parks in relation to the development;

13. No further development, expansion or change in use is permitted unless prior written approval is obtained from Woodlands County;
14. 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.;
15. The applicant shall ensure that weed control is completed in compliance with the Alberta Weed Control Act;
16. A noise modelling investigation shall be conducted to determine sound predictions based on the proposed 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 study provided;
17. 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;
18. 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;
19. 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);
20. Reclamation will be completed as per details of the Conservation and Reclamation Business Plan, as approved by Alberta Environment & Parks, identified under Section 7 (attached to and forming part of the Development Permit Application) to the satisfaction of Woodlands County;
21. Should comply with conditions of the Alberta Environment & Park's Disposition (SML 130024);
22. 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;
23. Shall obtain a burning permit from Alberta Forest Service for any burning undertaken;

24. 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.

UNANIMOUSLY CARRIED

TIME EXTENSION REQUEST – SW 28-59-12 W5M - 2014SUB01

C-15-739-16

MOVED by Councillor Merrifield that Council approves the request for a time extension to register Subdivision Application 2014SUB-01 to February 19, 2018.

UNANIMOUSLY CARRIED

FIRE AGREEMENT – FORT ASSINIBOINE

C-15-740-16

MOVED by Councillor Govenlock that Council direct administration to request a meeting with the Mayors and CAOs of the Town of Barrhead, Barrhead County No. 11. and with Woodlands County to discuss the Fire Agreement – Fort Assiniboine.

IN FAVOR: D. Pritchard
C. Merrifield
D. McQueen
R. Govenlock

OPPOSED: D. Kluin
J. Rennie

CARRIED

**EARLY
DEPARTURE:**

Mayor Rennie left the meeting at 11:32 a.m.

Deputy Mayor Merrifield assumed the chair at 11:33 a.m.

ATHABASCA VOYAGEURS UPDATE

CAO Mercier indicated that there was an error on the RFD and that Whitecourt Woodlands Tourism had actually allocated \$3000 each for Whitecourt, Blue Ridge and Fort Assiniboine for groups to utilize to assist in shore events.

C-15-741-16

MOVED by Councillor McQueen that Council accept the Athabasca Voyageur Update as information.

UNANIMOUSLY CARRIED

LETTER OF SUPPORT – BARRHEAD DISTRICT SOCIAL HOUSING ASSOCIATION

C-15-742-16

MOVED by Councillor Kluin that Council direct administration to forward a letter of support to Barrhead & District Social Housing Association for the Swan Hills Senior Project.

UNANIMOUSLY CARRIED

ALBERTA HEALTH SERVICES NEWS RELEASE – “MINI” DIALYSIS UNITS

C-15-743-16

MOVED by Councillor Kluin that Council accept the Alberta Health Services news release on “mini” dialysis units in Whitecourt and Hinton as information.

UNANIMOUSLY CARRIED

MOUNTAIN PINE BEETLE LETTER

C-15-744-16

MOVED by Councillor Govenlock that Council accepts the letter from Mayor Don Iveson with the City of Edmonton to the Minister of Natural Resources Government of Canada requesting support to halt progress of the mountain pine beetle as information.

UNANIMOUSLY CARRIED

YOUTH COMMUNITY SERVICES MEMBER AT LARGE APPOINTMENT

C-15-745-16

MOVED by Councillor Bonnett that Council appoints Taeven Keylor to serve as a youth member at large on the Community Services Committee from December 20, 2016 to October 31, 2018.

UNANIMOUSLY CARRIED

YEAR IN REVIEW REQUEST FROM WHITECOURT PRESS

C-15-746-16

MOVED by Councillor McQueen that Council forward the Parks and Recreation report highlights for 2016 and Blue Ridge Library as items for Woodlands County’s 2016 year in review highlights and any additional items to Mayor Rennie by Friday, December 23, 2016.

UNANIMOUSLY CARRIED

ALBERTA COMMUNITY PARTNERSHIP REQUEST FROM THE TOWN OF WHITECOURT

C-15-747-16

MOVED by Councillor Bonnett that Council confirms support and approves one joint application to the Alberta Community Partnership for the Regional Recreation and Culture Integration Plan Project with the Town of Whitecourt to act as the managing partner on the project.

UNANIMOUSLY CARRIED

AAMDC CARBON LEVY SURVEY

C-15-748-16

MOVED by Councillor Kluin that Council direct administration to complete the AAMDC Carbon Levy Survey as discussed and forward the completed survey to AAMDC and provide Council with a completed copy.

UNANIMOUSLY CARRIED

CORRESPONDENCE & INFORMATION:

POINTS TO CAPTURE

C-15-749-16

MOVED by Councillor Pritchard that Council accept:

- 5.1 – Youth Career Exposure Boot Camp;
- 7.2 – Cancellation of January 3rd Council Meeting;
- 7.4 – 2017 Interim Operating Budget;
- 7.8 – Year-End Slide Show of Recreation Projects, Programs, Events and Community Groups,
- 7.11- Letter of Support – Barrhead & District Social Housing Association.
- 7.13 – Alberta Health Services News Release – “Mini” Dialysis Units; and

- 7.14 – AAMDC Carbon Levy Survey.

as the points to capture from the December 20, 2016, Council meeting.

UNANIMOUSLY CARRIED

INFORMATION ITEMS

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

C-15-750-16

MOVED by Councillor Govenlock that Council accepts the information package dated 7 December 2016 as circulated.

UNANIMOUSLY CARRIED

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

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

C-15-751-16

MOVED by Councillor McQueen that Council accept the Councillor’s reports, as information.

UNANIMOUSLY CARRIED

ADJOURNMENT: C-15-752-16

MOVED by Councillor Bonnett that Council adjourn the meeting at 11:57 a.m.

UNANIMOUSLY CARRIED

Mayor

Secretary