

**COUNCIL MINUTES  
WOODLANDS COUNTY  
August 20, 2019**

The regular meeting of the Council for Woodlands County was held on Tuesday, August 20, 2019, 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 B. Prestidge

**ABSENT:** J. Burrows

**IN ATTENDANCE:** A. Bourbeau, Director, Corporate Services  
S. Wharton, Executive Assistant  
A. Bachand, Director of Infrastructure  
K. Scott, Communications Coordinator  
B. Perron, Airborne

**CALLED TO ORDER:** Mayor Govenlock called the meeting to order at 9:30 a.m.

**ADOPTION OF AGENDA:** The following amendments were made to the agenda for this meeting:

**Add:**  
Reports & Questions of Council:

10. Update on CN and Hwy 658 dip

**C-15-483-19**

MOVED by Councillor Bonnett that Council adopt the August 20, 2019 agenda as amended.

UNANIMOUSLY CARRIED

**ADOPTION OF MINUTES:** **REGULAR COUNCIL MEETING MINUTES OF JULY 16, 2019**

**C-15-484-19**

MOVED by Councillor Kluin that Council adopt the minutes of the July 16, 2019, regular Council meeting as presented.

UNANIMOUSLY CARRIED

**SPECIAL COUNCIL MEETING MINUTES OF JULY 22, 2019**

**C-15-485-19**

MOVED by Councillor Prestidge that Council adopt the minutes of the July 22, 2019, special Council meeting as presented.

UNANIMOUSLY CARRIED

**SPECIAL COUNCIL MEETING MINUTES OF AUGUST 6, 2019**

**C-15-486-19**

MOVED by Councillor Prestige that Council adopt the minutes of the August 6, 2019, special Council meeting as presented.

UNANIMOUSLY CARRIED

**BYLAW(S):**

**BYLAW 518- ROAD CLOSURE – BRIDGE FILE 72805 – LOW LEVEL CROSSING**

**C-15-487-19**

MOVED by Councillor Rennie that Council give second reading to Bylaw 518/19 for Road Closure Plan 852 0456 in NW ¼ 23-56-10-W5M.

UNANIMOUSLY CARRIED

**C-15-488-19**

MOVED by Councillor Kluin that Council give third reading to Bylaw 518/19 for Road Closure Plan 852 0456 in NW ¼ 23-56-10-W5M.

UNANIMOUSLY CARRIED

**BUSINESS ARISING: AIRPORT USER FEES**

**C-15-489-19**

MOVED by Councillor Bonnett that Council defer agenda item 7.1 Airport User Fees to the September 3, 2019 Council Meeting.

CARRIED

**AIRPORT FUEL UPDATE**

**C-15-490-19**

MOVED by Councillor McQueen that Council directs Administration to prepare a "Request for Proposals" for a 5-year airport fuel supply contract to commence no later than June 2020.

UNANIMOUSLY CARRIED

**NEW BUSINESS: COUNCIL INVITATIONS**

**C-15-491-19**

MOVED by Councillor Kluin that Council authorize Mayor Govenlock to attend ECHO Society Grand reopening on September 11, 2019 at 4812 – 50th Ave., Whitecourt Alberta at 5 p.m.

UNANIMOUSLY CARRIED

**BLUE RIDGE FAMILY FUN DAY 2019 RESULTS**

**C-15-492-19**

MOVED by Councillor Rennie that Council accepts the Blue Ridge Family Fun Day 2019 results as information.

UNANIMOUSLY CARRIED

**ELECTED OFFICIALS EMERGENCY RESPONSE TRAINING**

**C-15-493-19**

MOVED by Councillor Prestidge that Council participates in elected officials emergency response training hosted by the Alberta Emergency Management Agency on November 20, 2019 at 9 a.m. at the Woodlands County Office in Whitecourt, Alberta.

UNANIMOUSLY CARRIED

**REPLACEMENT EQUIPMENT - OHV**

**C-15-494-19**

MOVED by Councillor Prestidge that Council approve the unbudgeted expenditure of \$9,110.89 for the replacement of Patrol Services Off Highway Enforcement Vehicles from Capital Reserves and to direct administration to investigate the option of purchasing used vehicles.

UNANIMOUSLY CARRIED

**WHITECOURT AIRPORT LIVESTOCK GUARD**

**C-15-495-19**

MOVED by Councillor Prestidge that Council award the tender for the supply and installation of a 10 ft "Livestock Guard" as recommended by McElhanney Engineering to Strydhorst Enterprises Ltd. for the tendered price of \$104,378.47.

UNANIMOUSLY CARRIED

**AIRPORT STAKEHOLDER SURVEYS**

**C-15-496-19**

MOVED by Councillor Kluin that Council accept the airport stakeholder survey results as information.

UNANIMOUSLY CARRIED

**SUBCONTRACTING FOR WINTER ROAD MAINTENANCE**

**C-15-497-19**

MOVED by Councillor McQueen that Council approve administration entering into an agreement with Ledcor to subcontract for the winter operations on highways 33 (Athabasca river to the County boundary), 661 Fort Assiniboine to the ferry) and 658 (from highway 33 to Christmas Creek) and that administration negotiate an hourly rate for a plow unit and grader.

UNANIMOUSLY CARRIED

**COUNTY GRADER REPAIR SUMMARY**

**C-15-498-19**

MOVED by Councillor Prestidge that Council receive the grader repair report as information.

UNANIMOUSLY CARRIED

**WATER & SEWAGE RATES**

**C-15-499-19**

MOVED by Councillor McQueen that Council approve the recommended changes to the water & sewage rates as presented and further direct administration to prepare a revised water & sewer bylaw to be presented at a future Council meeting incorporating the changes approved.

Proposed	Water		Sewage		Bulk Water	Ag Fill
	Flat Fee m3	Overuse Fee m3	Flat Fee m <sup>3</sup>	Overuse Fee m <sup>3</sup>		
January 1 2020	\$20.00	\$ 1.30	\$20.00	\$ 1.30	\$ 5.00	\$ 2.50
January 1 2021	\$20.00	\$ 1.40	\$20.00	\$ 1.40	\$ 6.00	\$ 2.50
January 1 2022	\$20.00	\$ 1.50	\$20.00	\$ 1.50	\$ 7.00	\$ 2.50
Reconnection fee be increased to \$75						
That the minimum invoice for bulk water and Ag fill be \$10						

UNANIMOUSLY CARRIED

**RECESS:**

Mayor Govenlock recessed the meeting at 10:57 a.m.

**RECONVENE**

Mayor Govenlock reconvened the meeting at 11:05 a.m.

**COLD MIX SURFACED ROAD REPAIR**

**C-15-500-19**

MOVED by Councillor Rennie that Council approves the pulverization of cold mixed roads as required to maintain a relatively smooth driving surface with long term goals to improve the surface for the residents.

UNANIMOUSLY CARRIED

**RMA 2019 CONVENTION**

**C-15-501-19**

MOVED by Councillor Prestidge that Council direct Administration to confirm registration for Council at the RMA's 2019 Fall Convention in Edmonton from November 12-15, 2019.

UNANIMOUSLY CARRIED

**AUMA 2019 CONVENTION**

**C-15-502-19**

MOVED by Councillor McQueen that Council accept the AUMA 2019 Convention as information.

CARRIED

**2019 ORGANIZATIONAL MEETING DATE & TIME**

**C-15-503-19**

MOVED by Councillor Kluin that Council schedule the annual Organizational meeting for October 22, 2019 at the Municipal Office in Whitecourt commencing at 9:30 a.m.

UNANIMOUSLY CARRIED

**WRITE-OFF OUTSTANDING TAXES**

**C-15-504-19**

MOVED by Councillor Bonnett that Council approves that the 2017 property tax arrears and subsequent penalties levied in the amount of \$281,595.64 be cancelled from Roll Number 3101708 and an application be made for this property to the Provincial Education Refund Credit for Uncollected Educational Property Taxes on Oil and Gas Properties Program.

UNANIMOUSLY CARRIED

## **FINANCIAL STRATEGIES**

### **C-15-505-19**

MOVED by Councillor McQueen that Council direct Administration to halt all non-essential spending, and review all capital projects, existing agreements, administrative costs, Council expenditures, and all areas of potential cost saving.

UNANIMOUSLY CARRIED

## **CORRESPONDENCE & INFORMATION:**

### **POINTS TO CAPTURE**

#### **C-15-506-19**

MOVED by Councillor Bonnett that Council accept:

- 8.7 – Subcontracting for Winter Road Maintenance;
- 8.10 – Cold Mix Surfaced Road Repair; and
- 8.14 – Write-off Outstanding Taxes.

as the points to capture from the August 20, 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-15-507-19**

MOVED by Councillor Prestidge that Council accept the Councillor's reports for August 20, 2019, as information.

UNANIMOUSLY CARRIED

## **COMMITTEE OF THE WHOLE:**

#### **C-15-508-19**

MOVED by Councillor Kluin that Council move to a closed session at 11:56 a.m. in accordance with sections 21 & 24 of FOIP for agenda items:

- 11.1 Forest Interpretive Centre – Briefing Notes
- 11.2 Slope Stability TWP RD 590

The following members of administration attended the closed session to provide administration, procedural support and answer questions from Council: Alicia Bourbeau, Andre Bachand, Koren Scott and Shannon Wharton.

**C-15-509-19**

MOVED by Councillor Prestidge that Council return to the public meeting at 12:08 p.m.

UNANIMOUSLY CARRIED

**FOREST INTERPRETIVE CENTRE – BRIEFING NOTES**

**C-15-510-19**

MOVED by Councillor Rennie that Council accept the briefing notes report on the ownership interest of the Forest Interpretive Center as information and close the file.

UNANIMOUSLY CARRIED

**SLOPE STABILTY TWP RD 590**

**C-15-511-19**

MOVED by Councillor Bonnett that Council accept the Slope Stability Twp. Rd 590 report as information.

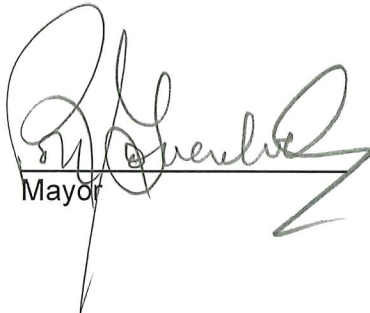
UNANIMOUSLY CARRIED

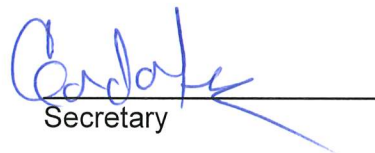
**ADJOURNMENT:**

**C-15-512-19**

MOVED by Councillor Kluin that Council adjourn the meeting at 12:09 p.m.

UNANIMOUSLY CARRIED

  
Mayor

  
Secretary

