

**COUNCIL MINUTES
WOODLANDS COUNTY
April 19, 2016**

The regular meeting of the Council for Woodlands County was held Tuesday, April 19, 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. McQueen
D. Pritchard
C. Merrifield
D. Kluin

**IN
ATTENDANCE:**

L. Mercier, Chief Administrative Officer
S Wharton, Recording Secretary
W. Lacasse, Director Infrastructure Services
T. Musser, Director Corporate Services
C. Wietzel, CNRL
A. Rudosky, Ernst & Young LLP
B. Kerton, Barrhead Leader

**CALLED
TO ORDER:**

The meeting was called to order by Mayor Rennie at 9.30 a.m.

**ADOPTION
OF AGENDA:**

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

Remove: 7.4 New Patrol Services Vehicle

New Business:

Add:

7.4 MGA Review Dates
7.15 Vacant/abandoned Lots in Hamlets
7.16 Community Garden
7.17 Summer Students

C-15-227-16

MOVED by Councillor Bonnett that Council adopt the April 19, 2016, agenda as amended.

UNANIMOUSLY CARRIED

**ADOPTION OF
MINUTES:**

REGULAR COUNCIL MEETING MINUTES OF APRIL 5, 2016

C-15-228-16

MOVED by Councillor Bonnett that Council adopt the minutes of the April 5, 2016, regular Council meeting as presented.

UNANIMOUSLY CARRIED

SPECIAL COUNCIL MEETING MINUTES OF APRIL 14, 2016

Remove “**via conference call**” beside D. McQueen

C-15-229-16

MOVED by Councillor McQueen that Council adopt the minutes of the April 14, 2016, special Council meeting as amended.

UNANIMOUSLY CARRIED

NEW BUSINESS: COUNCIL INVITATIONS

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

C-15-230-16

MOVED by Councillor Merrifield that Council accept the 3rd Annual Big Lakes Invitational Charity Golf Tournament at the High Prairie & District Golf Club on August 11, 2016 as information.

UNANIMOUSLY CARRIED

C-15-231-16

MOVED by Councillor Kluin that Council authorize the attendance of Council to attend the Woodlands County Seniors' Week celebration on Thursday, June 9, 2016 at the Westward Centre.

UNANIMOUSLY CARRIED

C-15-232-16

MOVED by Councillor McQueen that Council authorize the attendance of Council to attend the Budget Release Discussion with Minister Carlier on Friday, April 22 at the Mayerthorpe Legion from 10 am – 12 pm.

UNANIMOUSLY CARRIED

C-15-233-16

MOVED by Councillor Govenlock that Council authorize the attendance of Council to attend the Whitecourt Seniors' Circle year end Pot-luck supper on Wednesday, June 29, 2016 at the Seniors Circle in Whitecourt.

UNANIMOUSLY CARRIED

MGA REVIEW DATES

Council reviewed a notice from Municipal Affairs regarding dates taking place throughout Alberta of the MGA review.

C-15-234-16

MOVED by Councillor Govenlock that Council authorize the attendance of Council to attend the MGA review scheduled to take place in Whitecourt on June 28th or at another location of their choice.

UNANIMOUSLY CARRIED

WATER AND WASTEWATER OPERATIONS PATHWAY PROGRAM

C-15-235-16

MOVED by Councillor Bonnett that Council approves the placement of one summer student from the Water and Wastewater Operations Pathway Program for hands on training with Woodlands County staff for 2017 and 2018.

UNANIMOUSLY CARRIED

2016 SEASONAL ROAD MAINTENANCE PROGRAMS

C-15-236-16

MOVED by Councillor Kluin that Council accept the 2016 Seasonal Road Maintenance Programs report as presented, for publication on the Woodlands County website and local newspaper.

UNANIMOUSLY CARRIED

AIRPORT REAL ESTATE LISTING

C-15-237-16

MOVED by Councillor Merrfield that Council directs administration to list three (3) 2.6 acre Airport Industrial Transition District Lots at an appraised value of \$480,000.00 per lot and one (1) 13.64 acre Airport Service District Lot at an appraised value of \$504,000.00 with Re/max Realty for the appraised value.

UNANIMOUSLY CARRIED

QUESTFIRE ENERGY CROP. CORRESPONDENCE

C-15-238-16

MOVED by Councillor Kluin that Council accept the letter from Questfire Energy Corp regarding 2016 Municipal Property Taxes as information.

UNANIMOUSLY CARRIED

AAMDC LOCAL AUTHORITIES ELECTION ACT SURVEY 2016

C-15-239-16

MOVED by Councillor Pritchard that Council direct administration to complete the survey as discussed and forward to AAMDC by April 22, 2016.

UNANIMOUSLY CARRIED

CORRESPONDENCE FROM PROVINCE OF ALBERTA

C-15-240-16

MOVED by Councillor Merrifield that Council accept the letter from the Province of Alberta regarding the Alberta Rural Physician Action Plan review as information.

UNANIMOUSLY CARRIED

ALBERTA HISTORICAL RESOURCES FOUNDATION'S HERITAGE AWARDS 2016

C-15-241-16

MOVED by Councillor Bonnett that Council forward the Alberta Historical Resources Foundation letter, guidelines and nomination information to Woodlands County community groups.

UNANIMOUSLY CARRIED

SELECT NEW COUNCIL RETREAT DATE

C-15-242-16

MOVED by Councillor Kluin that Council schedule May 9 at 1:15 p.m. to have a Council Retreat in the Woodlands County regional office in Whitecourt.

UNANIMOUSLY CARRIED

ALBERTA COMMUNITY PARTNERSHIP PROGRAM

C-15-243-16

MOVED by Councillor McQueen that Council accept the letters from Alberta Municipal Affairs regarding our two applications for funding for projects under the Alberta Community Partnership Program, as well as Town of Whitecourt's two projects as information.

UNANIMOUSLY CARRIED

ROAD CONDITION – GIBSON ACRES ROAD

C-15-244-16

MOVED by Councillor Pritchard that Council accept the Road Condition – Gibson Acres Road report as information.

UNANIMOUSLY CARRIED

VACANT/ABANDONED LOTS IN HAMLETS

Councillor Kluin advised that there are a number of residential lots that are not being maintained within the hamlets. A number of concerns were raised from unsightliness, reduced value and with current dry conditions the issues could be become fire hazards.

C-15-245-16

MOVED by Councillor Kluin that Council accept the vacant/abandoned lots in hamlets report as information.

UNANIMOUSLY CARRIED

DELEGATION(S): ERNST & YOUNG

A. Rudosky with Ernst & Young LLP was in attendance to present to Council their Auditor's report on Woodlands County Annual Financial Statements for the year ended December 31, 2015 as well as the Municipal Financial Information Return for the year ended December 31, 2015.

C-15-246-16

MOVED by Councillor McQueen that Council accept the auditor's report as information.

UNANIMOUSLY CARRIED

NEW BUSINESS: 2015 AUDITED FINANCIAL STATEMENTS
(Con't)

C-15-247-16

MOVED by Councillor Merrifield that Council adopt Woodlands County Audited Financial Statements and Audit Results for the year ended December 31, 2015 as presented.

UNANIMOUSLY CARRIED

RESERVE TRANSFERS

C-15-248-16

MOVED by Councillor Pritchard that Council approves the transfer of reserves in 2015 as presented.

Reserve Fund Name	Opening Balance, January 1, 2015	Additions	Withdrawals	Closing Balance, December 31, 2015
Working Capital Reserve	3,525,204.00	-	(1,909,143.95)	1,616,060.05
Property Tax Stabilization Reserve	656,122.34	-	-	656,122.34
Capital Reserve	3,359,811.71	21,910.61	(2,686,105.00)	695,617.32
Administration Operating Reserve	-	122,219.00	-	122,219.00
Inter Municipal Sharing Reserve	-	277,367.36	(138,683.68)	138,683.68
Whitecourt Fire Reserve	621,540.60	24,880.00	-	646,420.60
Fort Fire Reserve	633,675.98	75,942.00	-	709,617.98
Blue Ridge Fire Reserve	715,201.00	23,200.00	-	738,401.00
Anselmo Fire Equip Reserve	21,829.04	10,915.00	-	32,744.04
General Operating Reserve	723,583.64	-	-	723,583.64
Public Works Equip Reserve	1,964,934.25	665,401.50	(1,476,000.00)	1,154,335.75
Bridges Reserve	-	523,872.00	-	523,872.00
Airport Operating Reserve	-	372,460.00	-	372,460.00
Water Operating Reserve	-	177,700.00	-	177,700.00
Water Line Capital Reserve	63,050.49	6,570.00	(4,680.00)	64,940.49
Sewer Operating Reserve	-	83,000.00	-	83,000.00
Sewer Reserve	40,000.00	50,000.00	-	90,000.00
FCSS Reserve	-	300,000.00	-	300,000.00
ASB Operating Reserve	-	5,000.00	-	5,000.00
Rural Developing Operating Reserve	-	1,000,000.00	-	1,000,000.00
Cash-in-lieu of Parks Reserve	124,460.58	-	(5,000.00)	119,460.58
Cash-in-lieu of School Reserve	1,639.75	-	-	1,639.75
Recreation Operating Reserve	-	98,668.80	-	98,668.80
Total	12,451,053.38	3,839,106.27	(6,219,612.63)	10,070,547.02

UNANIMOUSLY CARRIED

Presiding Officer's Initials _____
Designated Officer's Initials _____

RECESS: Mayor Rennie recessed the meeting at 10:26 a.m.

RECONVENED: Mayor Rennie reconvened the meeting at 10:35 a.m.

DELEGATION(S): **CANADIAN NATURAL RESOURCES LIMITED**

C. Wietzel, CNRL was in attendance to discuss property tax concerns and the impact to the industry with the current economic changes in Alberta.

C-15-249-16

MOVED by Councillor Pritchard that Council accept the discussion with Canadian Natural Resources Limited (CNRL) tax concerns as information.

UNANIMOUSLY CARRIED

RECESS: Mayor Rennie recessed the meeting at 10:56 a.m.

RECONVENED: Mayor Rennie reconvened the meeting at 10:58 a.m.

NEW BUSINESS: **COMMUNITY GARDEN**

Councillor Kluin advised Council that there are neighbouring municipalities that offer community garden plots that the County should investigate.

C-15-250-16

MOVED by Councillor Kluin that Council direct administration to look into options for a community garden and report back to Council.

UNANIMOUSLY CARRIED

SUMMER STUDENTS

A discussion ensued regarding the number of non-profit groups within Woodlands County that did not receive funding from the STEP program.

C-15-251-16

MOVED by Councillor Pritchard that Council direct administration to report back to council on how the lack of the STEP program funding is financially effecting local community groups.

UNANIMOUSLY CARRIED

CORRESPONDENCE & INFORMATION:

POINTS TO CAPTURE

C-15-252-16

MOVED by Councillor Pritchard that Council accept:

- 5.2 – Canadian Natural Resources Limited;
- 7.5 – Water & Wastewater Operations Pathway Program;
- 7.6 – 2016 Seasonal Road Maintenance Programs;
- 7.7 – Airport Real Estate Listing; and
- 7.13 – Alberta Community Partnership Program.

as the points to capture from the April 19, 2016, Council meeting.

UNANIMOUSLY CARRIED

INFORMATION ITEMS

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

C-15-253-16

MOVED by Councillor Merrifield that Council accept the information package dated 14 April 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-15-254-16

MOVED by Councillor Bonnett that Council schedule a special council meeting on May 5th at 12 pm to discuss the budget.

UNANIMOUSLY CARRIED

C-15-255-16

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

UNANIMOUSLY CARRIED

**COMMITTEE OF
THE WHOLE:**

C-15-256-16

MOVED by Councillor McQueen that Council move to an in-camera session at 11:31 a.m.

UNANIMOUSLY CARRIED

C-15-257-16

MOVED by Councillor Bonnett that Council come out of camera at 11:38 a.m.

UNANIMOUSLY CARRIED

HATCH PROPOSAL

C-15-258-16

MOVED by Councillor Merrifield that Council approve funding in the amount of \$23,000 for the Hatch business enticement program with ANC.

UNANIMOUSLY CARRIED

ADJOURNMENT: C-15-259-16

MOVED by Councillor Pritchard that Council adjourn the meeting at 11:39 a.m.

UNANIMOUSLY CARRIED

Mayor

Secretary