

**COUNCIL MINUTES  
WOODLANDS COUNTY  
February 19, 2019**

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The regular meeting of the Council for Woodlands County held on Tuesday, February 19, 2019, at the Regional Municipal Office in Fort Assiniboine, Alberta, commencing at 9:30 a.m.

**MEMBERS  
PRESENT:**

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

**IN  
ATTENDANCE:**

P. Hanlan, Chief Administrative Officer  
S. Wharton, Executive Assistant  
S. Oberg, Director Corporate Services  
G. Frank, Director Planning & Community Services  
A. Bachand, Director Infrastructure Services  
L. Carter, Supervisor Patrol Services  
P. Vincent, Municipal Specialist  
K. Berger, Barrhead Leader  
D. Stratmoen, Area Manager, FortisAlberta  
N. Smith, Stakeholder Relations Manager – West, FortisAlberta

**CALLED  
TO ORDER:**

Mayor Govenlock called the meeting to order at 9:32 a.m.

**ADOPTION  
OF AGENDA:**

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

Administration asked that agenda items 8.2 Appointment of Members and 11.1 Benefits Program be brought forward and dealt with after 3.1. in order to facilitate the best use of Administration's time.

**Add:**

New Business:

- 8.10 Three (3) New Crew Cab ¾ Ton Long Box 4x4
- 8.11 Two New Diesel Crew Cab ¾ Ton Long Box 4x4

Committee of the Whole:

- 11.4 Intermunicipal Collaboration Discussion Update

**C-15-088-19**

MOVED by Councillor Kluin that Council adopt the February 19, 2019 agenda as amended.

UNANIMOUSLY CARRIED

**ADOPTION OF MINUTES:**

**REGULAR COUNCIL MEETING MINUTES OF FEBRUARY 5, 2019**

**C-15-089-19**

MOVED by Councillor Bonnett that Council adopt the minutes of the February 5, 2019, regular Council meeting as presented.

UNANIMOUSLY CARRIED

**NEW BUSINESS:**

**APPOINTMENT OF MEMBERS**

**C-15-090-19**

MOVED by Councillor Rennie that Council approves the appointment of members to the Assessment Review Board as Shown in Appendix A:

Appendix A

<b><i>Members appointed to the composite assessment review board</i></b>	
Judy Bennett	Steward Hennig
Darlene Chartrand	Richard Knowles
Tina Groszko	Raymond Ralph

***Chair of the local assessment review board (LARB) and composite assessment review board (CARB)***

Raymond Ralph

***Qualified clerk of the local assessment review board (LARB) and composite assessment review board (CARB)***

Richard Barham

UNANIMOUSLY CARRIED

**COMMITTEE OF THE WHOLE:**

**C-15-091-19**

MOVED by Councillor Kluin that Council move to an in-camera session at 9:38 a.m. in accordance with sections 16 & 24 of FOIP for agenda item:

11.1 Benefits Program

UNANIMOUSLY CARRIED

**C-15-092-19**

MOVED by Councillor Bonnett that Council come out of in-camera at 9:56 a.m.

UNANIMOUSLY CARRIED

**BENEFITS PROGRAM**

**C-15-093-19**

MOVED by Councillor Burrows that accepts the recommendation to switch to Group Source benefit provider.

Councillor Rennie requested a recorded vote.

IN-FAVOUR: Councillor Bonnett, Councillor Burrows, Mayor Govenlock,  
Councillor Kluin & Councillor McQueen, Councillor Prestidge

OPPOSED: Councillor Rennie

CARRIED

**BYLAW(S):**

**BYLAW 516/18 – SCHEDULE OF FEES**

**C-15-094-19**

MOVED by Councillor McQueen that Council give second reading to Bylaw 516/18 – Schedule of Fees.

UNANIMOUSLY CARRIED

**C-15-095-19**

MOVED by Councillor Burrows that Council give third reading to Bylaw 516/18 – Schedule of Fees.

UNANIMOUSLY CARRIED

**C-15-096-19**

MOVED by Councillor Bonnett that Council rescind policy 1212 – Schedule of Fees.

UNANIMOUSLY CARRIED

**BYLAW 518/19 – ROAD CLOSURE REQUEST – PLAN 852 0456 IN NW 23-56-10-W5M**

**C-15-097-19**

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

UNANIMOUSLY CARRIED

**C-15-098-19**

MOVED by Councillor Bonnett that Council direct Administration to schedule the Public Hearing for Bylaw 518/19 on March 5, 2019 at the regular meeting of Council at 7:30 p.m. in Whitecourt, AB

UNANIMOUSLY CARRIED

**BYLAW 519/19 – REVISE NO PARKING BYLAW**

**C-15-099-19**

MOVED by Councillor Kluin that Council direct Administration to review the definitions further and bring bylaw 519/19 back to Council for review.

UNANIMOUSLY CARRIED

**BYLAW 519/19 – REVISE COMMUNITY STANDARDS BYLAW**

**C-15-100-19**

MOVED by Councillor McQueen that Council direct Administration to do a further review and bring bylaw 519/19 back to Council at a future meeting.

UNANIMOUSLY CARRIED

**BUSINESS ARISING: ROAD USE AGREEMENT**

Administration reviewed the RFD and what the ad hoc road use agreement committee discovered. A discussion ensued regarding the proposed fees, implementation, as well as looking at a phased in two-year agreement rather than annual agreements.

**C-15-101-19**

MOVED by Councillor Kluin that Council approves the recommended changes to policy 3219 and further direct Administration to commence a 6-month education program with fees charged for road use as follows:

- Road Use Agreements (both annual and route) \$25.00
- Overweight and Over-Dimensional permits \$15.00 per load
- Road Inspections \$150 (per road inspection 2 per permit equals \$300)

CARRIED

**C-15-102-19**

MOVED by Councillor McQueen that Council approves the New Road Use Agreement which will commence being utilized for 2020 permits and further that all fees collected from the above for contributions to a "Road Capital Reserve".

UNANIMOUSLY CARRIED

**C-15-103-19**

MOVED by Councillor Burrows that Council direct Administration to provide a report back to Council in July 2020 regarding how the implementation of revised policy 3219 has gone.

UNANIMOUSLY CARRIED

**DELEGATION(S): FORTISALBERTA**

Daryl Stratmoen, Area Manager and Nicole Smith Stakeholder Relations Manager – West with Fortis Alberta provided Council an overview of customers and communities FortisAlberta Services, along with number of powerline technicians serving the Woodlands County area, circuit overview, challenges encountered, as often issues are with tree stands on private property. Councillor McQueen also acknowledged the service received from technician Jamie Johnson

**C-15-104-19**

MOVED by Councillor Rennie that Council accept the presentation and discussion from FortisAlberta as information.

UNANIMOUSLY CARRIED

**RECESS:** Mayor Govenlock recessed the meeting at 11:39 a.m.

**RECONVENE** Mayor Govenlock reconvened at 11:45 a.m.

**COMMITTEE OF THE WHOLE:**

**C-15-105-19**

MOVED by Councillor McQueen that Council move to an in-camera session at 11:45 a.m. in accordance with sections 16 & 24 of FOIP for agenda item: 11.2 Trident Exploration Corp.

UNANIMOUSLY CARRIED

Councillor Kluin declared a conflict to agenda item 11.2 as Trident leases land from him and left the meeting at 11:46 a.m.

**C-15-106-19**

MOVED by Councillor Prestidge that Council come out of in-camera at 12:07 p.m.

UNANIMOUSLY CARRIED

**TRIDENT EXPLORATION CORP**

**C-15-107-19**

MOVED by Councillor Burrows that Council approve the following conditions to entering into a tax payment agreement with Trident Exploration Corp. and direct Administration to have legal counsel prepare the tax payment agreement for execution:

1. Council having approved a 20% deferral of municipal taxes for 2018 approve a 20% deferral of 2019 municipal taxes subject to a tax payment agreement
2. Repayment of the deferred amount be made within three years namely June 30, 2021 for the 2018 amount and June 30, 2022 for the 2019 amount
3. The tax payment agreement includes the provision for an early repayment clause
4. No further penalties or interest be charged on the 2018 and no penalties for 2019 amounts over the term of the tax repayment agreement provided they follow the repayment schedule.
5. The first installments for payment of the remaining 2018 property taxes be due and payable by Trident upon the execution of the tax payment agreement.

UNANIMOUSLY CARRIED

**C-15-108-19**

MOVED by Councillor Rennie that Council authorize the CAO, Mayor Govenlock and the Director of Corporate Services to arrange a meeting with Accel.

UNANIMOUSLY CARRIED

**RECESS:** Mayor Govenlock recessed the meeting at 12:10 p.m.

**RECONVENE** Mayor Govenlock reconvened at 1:02 p.m.

**NEW BUSINESS:** **COUNCIL INVITATION**

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

**C-15-109-19**

MOVED by Councillor Rennie that Council authorize Councillor Burrows to attend the Lac Ste. Anne District Communication Event for 4H on Tuesday, February 26, 2019 from 5-7:30 p.m. at Percy Baxter School.

UNANIMOUSLY CARRIED

**C-15-110-19**

MOVED by Councillor Bonnett that Council, CAO and spouses to attend the Blue Ridge Golden Age Club Chinese luncheon on Wednesday, March 13, 2019 at the Blue Ridge Community Hall at 1 p.m.

UNANIMOUSLY CARRIED

**C-15-111-19**

MOVED by Councillor Kluin that Council ratify the attendance of Mayor Govenlock and Councillor Bonnett at the Anselmo Fireman's Ball on Saturday, February 9, 2019, at Anselmo Hall.

UNANIMOUSLY CARRIED

**C-15-112-19**

MOVED by Mayor Govenlock that Council authorize Councillor Bonnett to attend the 4H public speaking event in Drayton Valley on March 9, 2019.

UNANIMOUSLY CARRIED

**C-15-113-19**

MOVED by Councillor Rennie that Council authorize Council to attend the UPC event at the Eagle River Casino on Wednesday, February 20, 2019.

DEFEATED

**ALBERTA NEWSPRINT COMPANY (ANC) SITE TOUR**

**C-15-114-19**

MOVED by Councillor Kluin that Council authorize Council to attend the ANC Site Tour and lunch on February 22, 2019.

UNANIMOUSLY CARRIED

**2019 CHAMBER OF COMMERCE ECONOMIC FORUM**

**C-15-115-19**

MOVED by Councillor Burrows that Council authorizes Council to attend the 2019 Economic Forum on March 7, 2019 at St. Joseph Hall in Whitecourt.

UNANIMOUSLY CARRIED

**COUNCIL REQUEST FOR ALBERTA TRANSPORTATION TO ATTEND COUNCIL**

**C-15-116-19**

MOVED by Councillor Bonnett that Council direct administration prepare a letter to Alberta Transportation citing concerns regarding the bridge abutments undermining due to flooding in 2018.

UNANIMOUSLY CARRIED

**TENDER AWARD, GRAVEL CRUSHING**

**C-15-117-19**

MOVED by Councillor Rennie that Council move to an in-camera session at 1:26 p.m. in accordance with section 16 of FOIP.

UNANIMOUSLY CARRIED

**C-15-118-19**

MOVED by Councillor Burrows that Council come out of in-camera at 1:32 p.m.

UNANIMOUSLY CARRIED

**C-15-119-19**

MOVED by Councillor Kluin that Council award the tender for "Gravel Crushing and Stockpiling" at the Cemetery pit be awarded to Barsi Enterprises Ltd. for the tender price of \$661,000 plus applicable taxes.

UNANIMOUSLY CARRIED

**TENDER AWARD, BRIDGE REPAIRS**

**C-15-120-19**

MOVED by Councillor Bonnett that Council award tender #70004-19 for "Bridge Maintenance and Other Work" to Griffin Contracting Ltd. for the tendered price of \$307,550 plus applicable taxes and that Council also approves an additional 10% contingency for this project should the additional funds be required totaling \$338,300.

UNANIMOUSLY CARRIED

**C-15-121-19**

MOVED by Councillor Burrows that Council direct Administration to bring the tendering process policy to council for review.

UNANIMOUSLY CARRIED



**NATIONAL TRADE CORRIDORS FUND (NTCF)**

**C-15-122-19**

MOVED by Councillor Kluin that Council direct Administration to file an expression of interest for the NTCF identifying the projects and funding as follows:

- Revisions and updating of the Airport Master Plan       \$ 100,000
- Airport / Airside security                                       \$ 200,000
- Terminal Upgrades   \$ 1,500,000
- Taxiway Standardization / Upgrades                       \$ 400,000
- Drainage Upgrades   \$ 4,000,000
- Runway Upgrades   \$ 4,000,000

and that Administration report back to council once a reply is received on the expression of interest.

UNANIMOUSLY CARRIED

**COUNCIL MEETING START TIMES**

**C-15-123-19**

MOVED by Councillor Kluin that Council table the agenda item to the March 5, 2019 Council meeting.

UNANIMOUSLY CARRIED

**THREE (3) NEW CREW CAB ¾ TON LONG BOX 4X4**

**C-15-124-19**

MOVED by Councillor Burrows that Council directs Administration to proceed with the purchase of three (3) new crew cab ¾ ton long box 4x4 trucks from Westgate Chevrolet for \$116,952 plus GST.

UNANIMOUSLY CARRIED

**TWO (2) NEW DIESEL CREW CAB ¾ TON LONG BOX 4X4**

**C-15-125-19**

MOVED by Councillor Burrows that Council direct Administration to proceed with the purchase of two (2) new diesel crew cab ¾ ton long box 4x4 from Sherwood Ford for \$103,860.50 plus GST.

UNANIMOUSLY CARRIED

**CORRESPONDENCE & INFORMATION:**

**POINTS TO CAPTURE**

**C-15-126-19**

MOVED by Councillor Rennie that Council accept:

- 4.1 - Bylaw 516/19 – Schedule of Fees;
- 4.2 – Bylaw 518/19 – Road Closure Request – Plan 852 0456 in NW 23-56-10 W5M (Low Level Crossing);
- 5.1 – FortisAlberta;
- 7.1 – Road Use Agreement;
- 8.6 – Tender Award Gravel Crushing;
- 8.7 – Tender Award Bridge Repairs; and
- 8.8 – National Trade Corridors Fund.

as the points to capture from the February 19, 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-15-127-19**

MOVED by Councillor Bonnett that Council accept the Councillor's reports for February 19, 2019, as information.

UNANIMOUSLY CARRIED

**COMMITTEE OF THE WHOLE:**

**C-15-128-19**

MOVED by Councillor Prestidge that Council move to an in-camera session at 2:16 p.m. in accordance with sections 23 & 24 of FOIP for agenda item:

11.3 CAO Operations Overview

11.4. Intermunicipal Collaboration Discussion Update

UNANIMOUSLY CARRIED

**C-15-129-19**

MOVED by Councillor Kluin that Council come out of in-camera at 3:00 p.m.

UNANIMOUSLY CARRIED

**INTERMUNICIPAL COLLABORATION DISCUSSIONS**

**C-15-130-19**

MOVED by Councillor Rennie that Council accept the Intermunicipal Collaboration Discussions update by Municipal Specialist Pat Vincent as information.

UNANIMOUSLY CARRIED

**CAO OPERATIONS OVERVIEW**

**C-15-131-19**

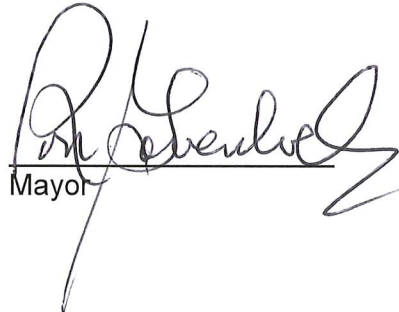
MOVED by Councillor Burrows that Council accept the CAO Operational Overview report as information

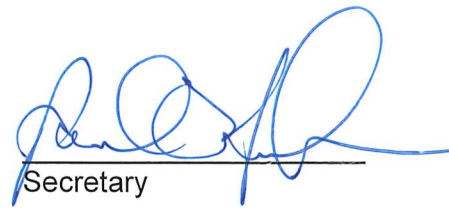
UNANIMOUSLY CARRIED

**ADJOURNMENT: C-15-132-19**

MOVED by Councillor Kluin that Council adjourn the meeting at 3:01 p.m.

UNANIMOUSLY CARRIED

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Secretary

