

**COUNCIL MINUTES
WOODLANDS COUNTY
October 1, 2019**

The regular meeting of the Council for Woodlands County held on Tuesday, October 1, 2019, at the Regional Municipal Office in Fort Assiniboine, Alberta, commencing at 7:00 p.m.

**MEMBERS
PRESENT:**

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

**IN
ATTENDANCE:**

G. Frank, Interim Chief Administrative Officer
S. Wharton, Executive Assistant
A. Bachand, Director Infrastructure
A. Bourbeau, Director, Corporate Services
J. Sloomweg, Manager Planning & Development
K. Scott, Communication Coordinator
K. Berger, Barrhead Leader
V. Winger
E. Carlson
G. Carlson

**CALLED
TO ORDER:**

Mayor Govenlock called the meeting to order at 7:00 p.m.

**ADOPTION
OF AGENDA:**

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

Add:
New Business:

8.1(3) Invitation to the Northern Alberta Mayors' & Reeves' Caucus Meeting

C-15-575-19

MOVED by Councillor Burrows that Council adopt the October 1, 2019 agenda as amended.

UNANIMOUSLY CARRIED

C-15-576-19

MOVED by Councillor Kluin that Council move to a closed session at 7:02 p.m. in accordance with FOIP sections 23 – Local Public Body Confidences and 24 – Advice from Officials for agenda item.

3 Council Code of Conduct

CARRIED

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

Presiding Officer's Initials 
Designated Officer's Initials 

C-15-577-19

MOVED by Councillor Rennie that Council return to the public meeting at 7:29 p.m.

CARRIED

C-15-578-19

MOVED by Councillor Prestidge that Council accept the discussion as information.

CARRIED

**ADOPTION OF
MINUTES:**

REGULAR COUNCIL MEETING MINUTES OF SEPTEMBER 17, 2019

C-15-579-19

MOVED by Councillor Bonnett that Council adopt the minutes of the September 17, 2019, regular Council meeting as presented.

UNANIMOUSLY CARRIED

BYLAW(S):

**BYLAW 530/19 – INTERMUNICIPAL COLLABORATION FRAMEWORK WITH
MD OF LESSER SLAVE RIVER NO. 124**

C-15-580-19

MOVED by Councillor Kluin that Council give first reading to Bylaw 530/19 – ICF Bylaw with MD of Lesser Slave River.

UNANIMOUSLY CARRIED

C-15-581-19

MOVED by Councillor Prestidge that Council give second reading to Bylaw 530/19 – ICF Bylaw with MD of Lesser Slave River.

UNANIMOUSLY CARRIED

C-15-582-19

MOVED by Councillor Bonnett that Council proceed to third and final reading of Bylaw 530/19.

UNANIMOUSLY CARRIED

C-15-583-19

MOVED by Councillor McQueen that Council give third reading to Bylaw 530/19 – ICF Bylaw with MD of Lesser Slave River.

UNANIMOUSLY CARRIED



BYLAW 531/19 – TRAVIS-MJ FEE BYLAW

C-15-584-19

MOVED by Councillor McQueen that Council give first reading to Bylaw 531/19 – TRAVIS-MJ Fee Bylaw.

UNANIMOUSLY CARRIED

C-15-585-19

MOVED by Councillor Rennie that Council give second reading to Bylaw 531/19 – TRAVIS-MJ Fee Bylaw.

UNANIMOUSLY CARRIED

C-15-586-19

MOVED by Councillor Prestidge that Council proceed to third and final reading of Bylaw 531/19.

UNANIMOUSLY CARRIED

C-15-587-19

MOVED by Councillor Kluin that Council give third reading to Bylaw 531/19 – TRAVIS-MJ Fee Bylaw.

UNANIMOUSLY CARRIED

BUSINESS ARISING: MAYOR REVIEW

C-15-588-19

MOVED by Councillor Kluin that Council accept Administration's report and the Mayor review be dealt with at the organizational meeting on October 22, 2019.

UNANIMOUSLY CARRIED

NEW BUSINESS: COUNCIL INVITATIONS

C-15-589-19

MOVED by Councillor Rennie that Council authorize Mayor Govenlock or his designate to attend the ECHO AGM on October 22, 2019 at the Whitecourt Golf & Country Club.

CARRIED

C-15-590-19

MOVED by Councillor Bonnett that Council accept the APEGA's reception dinner event as information.

UNANIMOUSLY CARRIED

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

C-15-591-19

MOVED by Councillor Kluin that Council authorize Mayor Govenlock or his designate to attend the Northern Alberta Mayors' & Reeves' Caucus Meeting on October 18, 2019 at the River Cree Resort & Casino.

UNANIMOUSLY CARRIED

CAREER AND EDUCATION EXPO 2019

C-15-592-19

MOVED by Councillor Rennie that Council accepts the Career and Education Expo 2019 for information and approve the Mayor or his designate to attend and welcome students upon their arrival.

UNANIMOUSLY CARRIED

SMALL BUSINESS WEEK 2019 TRAINING EVENTS AND GALA

C-15-593-19

MOVED by Councillor Kluin that Council accept the Small Business Week 2019 Training Events and Gala for information and approve the Mayor or his designate to attend the Gala.

UNANIMOUSLY CARRIED

WHITCOURT AND DISTRICT CHAMBER OF COMMERCE CARIBOU AGREEMENT LETTER OF SUPPORT

C-15-594-19

MOVED by Councillor Burrows that Council support the Whitecourt and District Chamber of Commerce efforts in ensuring the Woodlands Caribou is protected by effective conservation and recovery measures and at the same time ensure the sustainability of affected communities and natural resource sectors.

UNANIMOUSLY CARRIED

C-15-595-19

MOVED by Councillor Burrows that Council send a letter to the Minister of Environment and Parks indicating their position on this issue.

UNANIMOUSLY CARRIED

**COMMUNITY ANGELS FOR RECREATIONAL ENRICHMENT (C.A.R.E.) POLICY
NO. 5103**

C-15-596-19

MOVED by Councillor Burrows that Council approves the Community Angels for Recreational Enrichment (C.A.R.E.) Policy No. 5103 as amended.

UNANIMOUSLY CARRIED

**BYLAW 508/18 – ROAD CLOSURE WITHIN PLAN 122-4644 IN NW 31-58-11-
W5M – PURCHASE PRICE**

C-15-597-19

MOVED by Councillor McQueen that Council approve the sale of 0.64 acres of closed portion of road within NW 31-58-11-W5M, Plan 122-4644 for the purchase price of \$6,400 plus GST and additional costs for advertising, appraisal, surveying and land title registration fees.

UNANIMOUSLY CARRIED

BRIDGE FILE 13516

C-15-598-19

MOVED by Councillor Burrows that Council approves the recommended action of re-installing the sections of culvert for an estimated cost of \$180,000 and that MPA Engineering be instructed to proceed with the tendering and project management for BF 13516.

UNANIMOUSLY CARRIED

RECESS: Mayor Govenlock recessed the meeting at 8:27 p.m.

RECONVENE Mayor Govenlock reconvened the meeting at 8:35 p.m.

REDUCED WINTER PLOWING OPERATIONS

C-15-599-19

MOVED by Councillor Kluin that Council receives the RFD for information and discussion and that Council approve the reduction in winter road maintenance as presented.

UNANIMOUSLY CARRIED

REVISED AIRPORT PARKING FEES

C-15-600-19

MOVED by Councillor Burrows that Council approves the vehicle parking rates at the airport as presented and that the Woodlands Schedule of Fee Bylaw be amended to reflect the changes.

UNANIMOUSLY CARRIED

WHITECOURT LIBRARY BOARD

C-15-601-19

MOVED by Councillor Bonnett that Council accept the Whitecourt Library Board funding report for information and authorize the release of the \$50,000 funding grant to the Whitecourt Library.

UNANIMOUSLY CARRIED

2019 BUDGET REDUCTIONS

C-15-602-19

MOVED by Councillor Bonnett that Council accepts the budget reduction report as information.

UNANIMOUSLY CARRIED

2019 FINANCIAL STRATEGIES - REVISED

C-15-603-19

MOVED by Councillor Rennie that Council directs administration to begin a five-year recovery plan that includes a 15% decrease to the operating budget with a 3% annual increase to taxation and that within the plan capital expenditures are not to exceed \$3 million; unless approved by council.

CARRIED

STRATEGIC & TACTICAL PLAN

C-15-604-19

MOVED by Councillor Kluin that Council adopts the Strategic Plan 2019 – 2022 and Tactical plan as presented.

CARRIED

CORRESPONDENCE & INFORMATION:

POINTS TO CAPTURE

C-15-605-19

MOVED by Councillor Burrows that Council accept:

- 5.2 – TRAVIS-JM Fee Bylaw
- 9.4 – Whitecourt and District Chamber of Commerce Caribou Agreement Letter of Support;
- 9.8 – Reduced Winter Plowing Operations;
- 9.11 – 2019 Budget Reduction Update;
- 9.12 – Financial Strategies; and
- 8.13 – Strategic & Tactical Plan.

as the points to capture from the October 1, 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-15-606-19

MOVED by Councillor Prestidge that Council accept the Councillor's reports for October 1, 2019, as information.

UNANIMOUSLY CARRIED

RECESS:

Mayor Govenlock recessed the meeting at 10:09 p.m.

RECONVENE

Mayor Govenlock reconvened the meeting at 10:14 p.m.

COMMITTEE OF THE WHOLE:

C-15-607-19

MOVED by Councillor McQueen that Council move to a closed session at 10:15 p.m. in accordance with sections 23 – Local public body confidences, 24 – Advise from officials & 27 – Privileged Information of FOIP for agenda item:

- 11.1 P.U.L. Sale (Airport)
- 11.2 CAO Operations Overview

UNANIMOUSLY CARRIED

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

C-15-608-19

MOVED by Councillor Kluin that Council return to the public meeting at 10:57 p.m.

UNANIMOUSLY CARRIED

No public present at 10:57 p.m.

P.U.L. SALE (AIRPORT)

C-15-609-19

MOVED by Councillor Rennie that Council approves the property exchange with Airborne as identified and that Airborne be given the options of either applying for a variance or that Airborne leases the PUL property.

UNANIMOUSLY CARRIED

CAO OPERATIONS OVERVIEW

C-15-610-19

MOVED by Councillor Burrows that Council accept the CAO Operations Overview as information.

UNANIMOUSLY CARRIED

ADJOURNMENT:

C-15-611-19

MOVED by Councillor Bonnett that Council adjourn the meeting at 10:59 p.m.

UNANIMOUSLY CARRIED



Mayor



Designated Officer