

**COUNCIL MINUTES  
WOODLANDS COUNTY  
December 17, 2019**

---

The regular meeting of the Council for Woodlands County held on Tuesday, December 17, 2019, at the Regional Municipal Office in Fort Assiniboine, Alberta, commencing at 9:30 a.m.

**MEMBERS  
PRESENT:**

J. Burrows  
D. Kusch

R. Govenlock  
D. McQueen

D. Kluin  
J. Rennie

**ABSENT:**

B. Prestidge

**IN  
ATTENDANCE:**

G. Frank, Interim Chief Administrative Officer  
S. Wharton, Executive Assistant  
A. Bachand, Director Infrastructure  
A. Bourbeau, Director Corporate Services  
K. Scott, Communication Co-ordinator  
B. Kerton, Barrhead Leader

**CALLED  
TO ORDER:**

Mayor Burrows 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:**

Committee of the Whole:

11.2 Truck Hauling Concerns – FOIP s.24

**C-15-814-19**

MOVED by Councillor Kluin that Council adopt the December 17, 2019 agenda as amended.

CARRIED

**ADOPTION OF  
MINUTES:**

**REGULAR COUNCIL MEETING MINUTES OF DECEMBER 3, 2019**

**C-15-815-19**

MOVED by Councillor Rennie that Council adopt the minutes of the December 3, 2019, regular Council meeting as presented.

CARRIED

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

**C-15-816-19**

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

CARRIED

**SPECIAL COUNCIL MEETING MINUTES OF DECEMBER 11, 2019**

**C-15-817-19**

MOVED by Councillor McQueen that Council adopt the minutes of the December 11, 2019, special Council meeting as presented.

CARRIED

**BYLAW(S):**

**BYLAW 540/19 – MEETING PROCEDURE BYLAW**

**C-15-818-19**

MOVED by Councillor Kluin that Council give first reading to Bylaw 540/19 – Meeting Procedure Bylaw.

CARRIED

**C-15-819-19**

MOVED by Councillor Govenlock that Council direct administration to amend section 7 to incorporate current existing practices for the deputy mayor.

CARRIED

**BYLAW 541/19 – AMEND SCHEDULE OF FEES BYLAW**

**C-15-820-19**

MOVED by Councillor Kluin that Council give first reading to Bylaw 541/19 –amend Schedule of Fees Bylaw.

CARRIED

**C-15-821-19**

MOVED by Councillor Rennie that Council give second reading to Bylaw 541/19 – Schedule of Fees Bylaw.

CARRIED

**C-15-822-19**

MOVED by Councillor Govenlock that Council proceed to third and final reading to Bylaw 541/19 – Schedule of Fees Bylaw.

UNANIMOUSLY CARRIED

**C-15-823-19**

MOVED by Councillor Govenlock that Council give third reading to Bylaw 541/19 – Schedule of Fees Bylaw.

CARRIED

**NEW BUSINESS: COUNCIL INVITATIONS**

**C-15-824-19**

MOVED by Councillor Rennie that Council approve Council to attend the Whitecourt Trailblazers 2020 Annual Snowmobile VIP & Media Ride on Friday, January 31, 2020.

CARRIED

**POLICY 7002 – COMMUNITY ORGANIZATION CAPITAL & OPERATING GRANT**

**C-15-825-19**

MOVED by Councillor Govenlock that Council direct that the policy 7002 be forwarded to the Community Services Committee for their review and comment.

CARRIED

**AIRPORT MASTER PLAN**

**C-15-826-19**

MOVED by Councillor Govenlock that Council direct Administration to bring the Airport Master Plan RFD back to the next Council meeting with a breakdown of the costs for each available option.

CARRIED

**ROAD CONSTRUCTION REQUEST**

**C-15-827-19**

MOVED by Councillor Kluin that Council denies the road construction request based on the low evaluation score according to policy 3227.

CARRIED

**2020 INTERIM OPERATING BUDGET**

**C-15-828-19**

MOVED by Councillor Govenlock that Council approves the 2019 operating budget as the 2020 Interim Budget.

CARRIED

**STATEMENT OF REVENUES & EXPENDITURES**

**C-15-829-19**

MOVED by Councillor McQueen that Council accepts the "Statement of Revenues & Expenditures" Report for the period ended November 30, 2019 as information.

CARRIED

**RECESS:** Mayor Burrows recessed the meeting at 10:44 a.m.

**RECONVENE** Mayor Burrows reconvened the meeting at 10:53 a.m.

**ENFORCEMENT SERVICES**

**C-15-830-19**

MOVED by Councillor Kluin that Council direct Administration to finalize and endorse the Enforcement Services Agreement with Lac Ste Anne County.

CARRIED

**2020 CRIME PREVENTION TRADESHOW FUNDING REQUEST**

**C-15-831-19**

MOVED by Councillor McQueen that Council direct Administration to include \$10,000 in the 2020 operational budget to support the BARCC Crime Prevention Tradeshow & Conference to be scheduled in May 2020 with the understanding that exhibitor sales, sponsorship and grants contribute to full cost recovery.

CARRIED

**FCM ANNUAL CONFERENCE & TRADE SHOW 2020**

**C-15-832-19**

MOVED by Councillor Govenlock that Council direct Administration to reserve two hotel rooms for the FCM Annual Conference & Trade Show in Toronto, Ontario and to further bring the Agenda back to Council in January for review.

CARRIED

## **COUNCIL COMMITTEE APPOINTMENTS**

### **C-15-833-19**

MOVED by Mayor Burrows that Council appoint Councillor Kusch to the following Committees:

- Agricultural Services Board
- Anselmo Agricultural Society
- Human Resource Committee
- Woodlands County Library Board
- West End Bus
- Whitecourt Protective Services Committee as an alternate;
- Alberta Care Committee as an alternate
- Whitecourt & District Library Board and
- Yellowhead Regional Library Board.

CARRIED

### **C-15-834-19**

MOVED by Councillor Govenlock that Council appoint Councillor Rennie to the Whitecourt Performing Arts Committee and Councillor Kusch as the alternate.

CARRIED

## **CORRESPONDENCE & INFORMATION:**

### **POINTS TO CAPTURE**

#### **C-15-835-19**

MOVED by Councillor McQueen that Council accept:

- 4.2 – 541/19 – Schedule of Fees Amendment;
- 8.5 - 2020 Interim Budget;
- 8.7 – Enforcement Services – LSAC;
- 8.8 – 2020 Crime Prevention Tradeshow Funding Request and;
- 8.10 – Council Committee Appointments.

as the points to capture from the December 17, 2019, Council meeting.

CARRIED

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

### **C-15-836-19**

MOVED by Councillor Kusch that Council accept the Councillor's reports for December 17, 2019, as information.

CARRIED

**COMMITTEE OF  
THE WHOLE:**

**C-15-837-19**

MOVED by Councillor Rennie that Council move to a closed session at 11:32 a.m. in accordance with sections 23, and 24 of FOIP for agenda items:

- 11.1 CAO Operations Overview;
- 11.2 Truck Haul Concerns.

CARRIED

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

**C-15-838-19**

MOVED by Councillor Rennie that Council return to the public meeting at 11:51 a.m.

CARRIED

No public present at 11:51 a.m.

**CAO OPERATIONS OVERVIEW**

**C-15-839-19**

MOVED by Councillor Kluin that Council accept the CAO Operations Report as information.

CARRIED

**ADJOURNMENT: C-15-840-19**

MOVED by Councillor Kusch that Council adjourn the meeting at 11:52 a.m.

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Designated Officer