

**COUNCIL MINUTES  
WOODLANDS COUNTY  
November 6, 2018**

The regular meeting of the Council for Woodlands County held on Tuesday, November 6, 2018, at the Municipal Office in Whitecourt, Alberta, commencing at 7:00 p.m.

**MEMBERS  
PRESENT:**

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

**IN  
ATTENDANCE:**

P. Vincent, Interim Chief Administrative Officer  
S. Wharton, Executive Assistant  
S. Oberg, Director Corporate Services  
A. Bachand, Director Infrastructure Services  
G. Frank, Director Planning & Community Services  
T. Brandell, Whitecourt Star  
L. Battenfelder, Millar Western Forest Products Ltd.  
B. Colbourne, Millar Western Forest Products Ltd.  
T. Thompson, Millar Western Forest Products Ltd.  
N. Reynolds, Alberta Transportation  
S. Oad, Alberta Transportation  
R. Stanley  
A. Swanson

**CALLED  
TO ORDER:**

Mayor Rennie called the meeting to order at 7:01 pm.

**ADOPTION  
OF AGENDA:**

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

**Add:**  
New Business:

8.1(3) Invite to Family Violence Candlelight Vigil

**C-15-738-18**

MOVED by Councillor McQueen that Council adopt the November 6, 2018 agenda as amended.

UNANIMOUSLY CARRIED

**ADOPTION OF  
MINUTES:**

**REGULAR COUNCIL MEETING MINUTES OF OCTOBER 16, 2018**

It was noted that the meeting took place in Fort Assiniboine not Whitecourt as noted in the preamble of the minutes.

Presiding Officer's Initials  
Designated Officer's Initials



**C-15-739-18**

MOVED by Councillor Bonnett that Council adopt the minutes of the October 16, 2018, regular Council meeting as corrected.

UNANIMOUSLY CARRIED

**ORGANIZATIONAL COUNCIL MEETING MINUTES OF OCTOBER 16, 2018**

It was noted that the meeting took place in Fort Assiniboine not Whitecourt as noted in the preamble of the minutes.

**C-15-740-18**

MOVED by Councillor Bonnett that Council adopt the minutes of October 16, 2018, organizational Council meeting as corrected.

UNANIMOUSLY CARRIED

**SPECIAL COUNCIL MEETING MINUTES OCTOBER 31, 2018**

**C-15-741-18**

MOVED by Councillor Prestidge that Council adopt the minutes of the October 31, 2018, special Council meeting as presented.

UNANIMOUSLY CARRIED

**NEW BUSINESS: COUNCIL INVITATION**

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

**C-15-742-18**

MOVED by Councillor Bonnett that Council authorize Council to attend the Anselmo Recreation & Ag Society "Raise the Roof" Fundraiser on Saturday, November 24, 2018 at Anselmo Hall.

UNANIMOUSLY CARRIED

POINT OF ORDER: P. Vincent, Interim CAO reminded Mayor Rennie that Council had added the Annual Family Violence Candlelight Vigil.

**C-15-743-18**

MOVED by Councillor Burrows that Council ratify Councillor Govenlock's attendance at the Annual Family Violence Candlelight Vigil on November 1, 2018 at the Senior Centre in Whitecourt.

UNANIMOUSLY CARRIED

**2018 ALBERTA COMMUNITY PARTNERSHIP GRANT PROGRAM (ACP)**

**C-15-745-18**

MOVED by Councillor Govenlock that Council direct staff to apply for a grant opportunity from the Alberta Municipal Affairs Alberta Community Partnership (ACP) program for "County of Barrhead, Town of Barrhead, and Woodlands County Regional GIS project".

Be it therefore resolved that the Municipality commit to conducting the following activities in its proposed project submitted to the Alberta Municipal Affairs Alberta Community Partnership (ACP) program to advance our Regional GIS program with the following three activities:

- Regional GIS Assessment Study
- Identify and analyze current spatial data
- Creation of a central database and integrated GIS system to identify regional gaps.

UNANIMOUSLY CARRIED

**TIME EXTENSION REQUEST 2009SUB18 – SE 28-58-13-W5M**

A discussion ensued regarding the options available on the time extension request and the difficulties developers have encountered these last few years.

**C-15-746-18**

MOVED by Mayor Rennie that Council approve a two-year extension to register Subdivision Application 2009SUB18 on SE 28-58-13-W5M to December 2, 2020 with no further extensions being approved.

UNANIMOUSLY CARRIED

POINT OF ORDER: P. Vincent, Interim CAO indicated to Council that it was past 7:15 p.m. the time scheduled for the Millar Western Forest Products Ltd. delegation.

DELEGATION(S): **MILLAR WESTERN FOREST PRODUCTS LTD.**

Introductions made by Council, Staff and Millar Western Representatives.

Lyle Battenfelder, Brian Colbourne, and Tom Thompson, with Millar Western Forest Products Ltd. provided council with an update on Millar Western including discussions on modernizations, new crane, issues with log delivery, anticipated number of loads, haul routes and budget. Discussion included trucking concerns,

hauling on hwy 658, legal requirement on checking wrappers and communication concerns and methods.

**C-15-747-18**

MOVED by Councillor Kluin that Council accept the Millar Western Forest Products Ltd. update and discussion as information.

UNANIMOUSLY CARRIED

**ALBERTA TRANSPORTATION**

Introductions made by Council, Staff and Alberta Transportation representatives.

Neal Reynolds and Sabhago Oad with Alberta Transportation provided council with an update on plans for highway 658, including what has been completed to date. Council advised of ongoing issues with highway 658, including concerns and issues with potholes, winter maintenance, bridge deck, rutting as well as incidents and complaints being received from traveling public.

**C-15-748-18**

MOVED by Councillor McQueen that Council accept the update and discussion with Alberta Transportation as information.

UNANIMOUSLY CARRIED

**RECESS:** Mayor Rennie recessed the meeting at 8:25 p.m.

**RECONVENED:** Mayor Rennie reconvened the meeting at 8:36 p.m.

**NORTH SERVICE ROAD STUDY – HIGHWAY 43**

A discussion ensued regarding the open house date with a suggestion that it be postponed until 2019.

**C-15-749-18**

MOVED by Councillor Kluin that Council direct administration to schedule an open house for the Highway 43 North Service Road Study at the Woodlands County Office Council Chambers in Whitecourt in January or February 2019.

UNANIMOUSLY CARRIED

**MINISTERIAL ORDER NO. 047/18 – WESTLOCK COUNTY**

**C-15-750-18**

MOVED by Councillor McQueen that Council direct administration, based on Ministerial Order No. MSL: 047/18, to request an exemption from the Minister of Municipal Affairs from the requirements in Sections 605 and 631 of the Municipal Government Act for the municipalities of Woodlands County and Westlock County

to create an Intermunicipal Development Plan (IDP) between the two parties, as the common boundaries between the two is composed entirely of provincial Crown land.

UNANIMOUSLY CARRIED

### **SOG 11.2 – REMUNERATION FOR FIREFIGHTERS**

Councillor Kluin asked CAO Vincent to clarify that the previous advice he was given was that he would not have a conflict to SOG 11.2 – Remuneration for Firefighters or on similar items regarding firefighters.

CAO Vincent confirmed that the previous advice Councillor Kluin received was correct and that he is not in conflict nor does he have a pecuniary interest.

### **C-15-751-18**

MOVED by Councillor Kluin that Council approves the amended SOG 11.2 Remuneration for Firefighters to provide additional compensation for firefighters effective January 1, 2019.

UNANIMOUSLY CARRIED

### **ALBERTA OHS LEGISLATION - VOLUNTEERS**

Administration advised that a meeting has been scheduled for November 29<sup>th</sup> with representatives from Alberta Labour to review the new legislation with community groups.

A discussion ensued to ensure that any Woodlands County non-profit community groups not able to attend the information session on November 29<sup>th</sup>, be provided the information and any pamphlets that may be provided.

### **C-15-752-18**

MOVED by Councillor Burrows that Council accept the Alberta OHS Legislation discussion as presented as information

UNANIMOUSLY CARRIED

Mayor Rennie indicated it was getting late and asked that Council finish the new business items and look at another date to finish the agenda items.

### **HOUSE OF COMMONS BILL C-69**

### **C-15-753-18**

MOVED by Councillor Kluin that Woodlands County Council support the efforts of their choosing to encourage the suspension of proceeding with Bill C-69 or to encourage amendments to clarify it.

UNANIMOUSLY CARRIED

## **AIRPORT FUEL SYSTEM**

Administration provided council with some background information and a discussion ensued regarding tank location and sole sourcing.

### **C-15-754-18**

MOVED by Councillor Govenlock that Council agree to sole source the supply, delivery and sale of aviation fuel to Rotaiva for a 3-year term on the basis that Rotaiva:

- obtains all required permits
- remits royalties to Woodlands county on a basis similar to past royalties
- obtains and maintains a minimum of \$5,000,000 general liability insurance
- obtains and maintains a minimum of \$5,000,000 Automobile third party liability insurance
- additionally, insures the county under the general liability policy
- agrees to indemnify and hold harmless the county for any and all injuries or claims that result from the contractor's negligence
- enters into a contract with Woodlands County that has been prepared by the county's solicitor
- That tanks be placed in a location as to not interfere with the operation of the airport or excavation of existing underground fuel tanks.

CARRIED

Further discussion ensued regarding the fuel tanks and suggestion made that the matter be deferred.

POINT OF ORDER: P. Vincent, Interim CAO requested a moment on a procedural matter and indicated to Council that a motion was put on the table, question had been called and the motion had been approved.

### **C-15-755-18**

MOVED by Councillor Burrows that Council reconsider motion C-15-754-18.

UNANIMOUSLY CARRIED

### **C-15-756-18**

MOVED by Councillor Kluin that Council defer the Airport Fuel System decision until the Airport Advisory Committee has made a recommendation back to council and administration has confirmed which legislation should be followed regarding the fueling tanks.

UNANIMOUSLY CARRIED

**REQUEST FOR LETTERS OF SUPPORT**

**C-15-757-18**

MOVED by Councillor Prestidge that Council ratify and approve the support letters provided to Whitecourt District Chamber of Commerce and Community Futures Yellowhead East for their CARES Grant applications.

UNANIMOUSLY CARRIED

**FAMILY VIOLENCE PREVENTION MONTH - PROCLAMATION**

**C-15-758-18**

MOVED by Councillor McQueen that Woodlands County proclaim the month of November 2018 as Family Violence Prevention Month.

UNANIMOUSLY CARRIED

**REMEMBRANCE DAY CEREMONIES**

A discussion ensued regarding councillor's availability to attend the various planned Remembrance Day ceremonies.

**C-15-759-18**

MOVED by Councillor Kluin that Council authorize the attendance of local Councillor from Division 1 - Anselmo and Division 5 - Blue Ridge at the Mayerthorpe Legion Remembrance Day Ceremony.

That Council authorizes the attendance of local Councillors from Division 2 – Whitecourt West, and Division 3 – Whitecourt Central at the Whitecourt Legion Remembrance Day Ceremony.

That Council authorizes the attendance of Councillor from Division 4 – Whitecourt East at the Fort Assiniboine Legion Remembrance Day Ceremony.

UNANIMOUSLY CARRIED

**COUNCIL ACTION REPORT UPDATE**

**C-15-760-18**

MOVED by Councillor Bonnett that Council accept the Council Action Request List dated 6 November 2018 and discussion as information.

UNANIMOUSLY CARRIED

A discussion ensued regarding wrapping up the meeting prior to finishing all the agenda items and scheduling another meeting date.

**COMMITTEE OF  
THE WHOLE:**

**C-15-761-18**

MOVED by Councillor Bonnett that Council move to an in-camera session at 9:31 p.m. in accordance with sections 16, and 21 of FOIP for agenda item:  
10.3 Snow Blower Purchase.

UNANIMOUSLY CARRIED

**C-15-762-18**

MOVED by Councillor Kluin that Council come out of in-camera at 9:32 pm.

UNANIMOUSLY CARRIED

**SNOW BLOWER PURCHASE**

**C-15-763-18**

MOVED by Councillor McQueen that Council instruct administration to proceed with negotiations for the purchase of a 1993 Snowmaster 7500A and that delivery arrangements to be made for the unit to be brought to the Whitecourt Airport and further that this purchase be funded from the Working Capital reserve for an approximate total of \$35,000.

UNANIMOUSLY CARRIED

Discussion resumed that the remaining agenda items 9.2, 11.1, 11.2 and 11.4 be added to the November 27, 2018 Council Agenda.

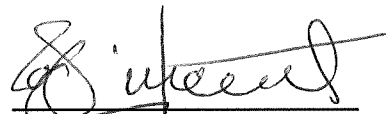
**ADJOURNMENT:**

**C-15-764-18**

MOVED by Councillor Burrows that Council adjourn the meeting at 9:33 p.m.

UNANIMOUSLY CARRIED

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Secretary