



WHEATLAND COUNTY

Regular Council Meeting Minutes

July 7, 2020, 9:00 a.m.

Councillors Present: Reeve A. Link, Division 2
Deputy Reeve S. Klassen, Division 5
J. Wilson, Division 1
D. Biggar, Division 3
T. Ikert, Division 4
G. Koester, Division 6
B. Armstrong, Division 7

Administration: B. Henderson, Chief Administrative Officer
M. Boscarol, GM of Community and Development Services
M. Ziehr, GM of Transportation and Agriculture
M. Soltys, Communications Specialist
M. Desaulniers, Recording Secretary
T. Buteau, GM of Corporate and Financial Services

1. CALL TO ORDER AND RELATED BUSINESS

1.1 Call To Order

Note: meetings are recorded and may be posted on the official Wheatland County website and/or via social media.

REEVE LINK called the meeting to order - time 9:00 A.M. [Note: Reeve Link, Councillors Wilson, Biggar, Ikert, & Armstrong participated in-person. Deputy Reeve Klassen and Councillor Koester participated remotely.]

Reeve Link informed that the July 7, 2020 Regular Wheatland County Council meeting will be conducted in person and via conference call in accordance with the Municipal Government Act, Section 199. Public attendance at Council meetings will be facilitated through virtual means (conference call). Reeve Link reviewed the process for the meeting. [Note: a 'notice of meeting' was posted on the County website.]

[Note: Wheatland County staff members joined and left at various times during the meeting.]

1.2 Adoption of Agenda

RESOLUTION CM-2020-07-01

Moved by WILSON

APPROVAL of the July 7th Regular Council Meeting Agenda, as presented.

• Carried

1.3 Adoption of Minutes

1.3.1 Regular Council Meeting Minutes - June 16, 2020

RESOLUTION CM-2020-07-02

Moved by ARMSTRONG

• Carried

2. ITEMS FOR DISCUSSION AND RELATED BUSINESS

2.1 Bylaw Readings and Public Hearings

RESOLUTION CM-2020-07-03

Moved by LINK

THAT the process for the Wheatland County Council meeting, as it pertains to the scheduled Public Hearing(s), will be as follows: Public Hearing; First Reading (if required); consideration for further readings of bylaw for those Public Hearings that have been closed. Further moved, that the above process will take place with the absence of resolutions to go into and out of Council before and after each public hearing.

• Carried

2.1.1 Bylaw 2020-19 - Land Redesignation Bylaw

Public Hearing - Bylaw 2020-19 (LU2020-09)

A bylaw to redesignate +/- 130 acres from Agricultural General District to Rural Business District to facilitate the use of an existing barn on site as a wedding venue, while continuing to maintain the existing farming operation. A copy of the request for decision and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-07-04

Moved by WILSON

Second Reading of Bylaw 2020-19, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/-130 acres of NE-7-22-21-W4M from Agricultural General District to Rural Business District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-07-05

Moved by BIGGAR

Third and Final Reading of Bylaw 2020-19, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 130 acres of NE-7-22-21-W4M from Agricultural General District to Rural Business District as shown on the attached Schedule 'A'.

• Carried

2.1.2 Bylaw 2020-20 - Land Redesignation Bylaw

Public Hearing - Bylaw 2020-20 (LU2020-10)

A bylaw to redesignate +/- 40 acres from Agricultural General District to Industrial General District Country Residential District to facilitate a future phased multi-lot subdivision. A copy of the request for decision and

supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-07-06

Moved by IKERT

Second Reading of Bylaw 2020-20, this being the bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 to redesignate 40 acres of SE-9-24-26-W4M from Agricultural General District to Industrial General District as shown on the attached "Schedule A".

• Carried

RESOLUTION CM-2020-07-07

Moved by ARMSTRONG

Third and Final Reading of Bylaw 2020-20, this being the bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 redesignate 40 acres of SE-9-24-26-W4M from Agricultural General District to Industrial General District as shown on the attached "Schedule A".

• Carried

2.1.3 Bylaw 2020-23 - Land Redesignation Bylaw

Public Hearing - Bylaw 2020-23 (LU2020-08)

A bylaw to redesignate +/- 62.53 acres from Agricultural General District to Natural Resource Extraction District to accommodate the construction of a Municipal Gravel Pit for the Wheatland County Public Works Department. A copy of the request for decision and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-07-08

Moved by KOESTER

Second Reading of Bylaw 2020-23, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 62.53 acres within NE-23-25-17-W4M, from Agricultural General District to Natural Resource Extraction District as shown on the attached Schedule 'A' forming part of this Bylaw.

• Carried

RESOLUTION CM-2020-07-09

Moved by ARMSTRONG

Third & Final Reading of Bylaw 2020-23, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 62.53 acres within NE-23-25-17-W4M, from Agricultural General District to Natural Resource Extraction District as shown on the attached Schedule 'A' forming part of this Bylaw.

• Carried

2.1.4 Bylaw 2020-26 - Amend Land Use Bylaw - Cannabis Production Facilities

M. Williams (Planner II) presented information pertaining to Bylaw 2020-26 - Land Use Bylaw Amendments regarding Cannabis Production Facilities & Cannabis Cultivation.

RESOLUTION CM-2020-07-10

Moved by ARMSTRONG

First Reading of Bylaw 2020-26, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to update multiple Land Use Districts, Specific Use Regulations, and Definitions regarding Cannabis Production Facilities and Cannabis Cultivation. as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-07-11

Moved by IKERT

THAT a public hearing for Bylaw 2020-26 be scheduled for September 1st, 2020 at 9:00 AM in Wheatland County Council Chambers. If the office remains closed to the public due to COVID-19, the public hearing will be held by conference call in accordance with the Municipal Government Act, Section 199.

• Carried

2.1.5 Bylaw 2020-28 - Land Use Bylaw Amendments

Graham Allison (Planner I) presented information pertaining to Bylaw 2020-28; Land Use Bylaw Amendments (Batch #3) - to clarify definitions, to remove contradicting uses or provision, to correct minor errors, and clarify wording or language in the purpose and intent in several land use district.

RESOLUTION CM-2020-07-12

Moved by ARMSTRONG

First Reading of Bylaw 2020-28, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-07-13

Moved by WILSON

THAT a Public Hearing for Bylaw 2020-28 be scheduled for August 18, 2020 at 9:00 AM in Wheatland County Council Chambers. If the office remains closed to the public due to COVID-19, the Public Hearing will be held by conference call in accordance with the Municipal Government Act, Section 199.

• Carried

2.1.6 Bylaw 2020-27 - Borrowing Bylaw

M. Kurceba, Manager of Financial Services, presented information pertaining to Bylaw 2020-27.

RESOLUTION CM-2020-07-14

Moved by WILSON

Second Reading of Bylaw 2020-27, this being a Borrowing Bylaw to borrow \$267,402.54 from the Alberta Capital Finance Authority or another authorized financial institution for the Transtor Capital Replacement project.

• Carried

RESOLUTION CM-2020-07-15

Moved by KOESTER

Third and Final Reading of Bylaw 2020-27, this being a Borrowing Bylaw to borrow \$267,402.54 from the Alberta Capital Finance Authority or another authorized financial institution for the Transtor Capital Replacement project.

• Carried

2.2 Unfinished Business or Business Arising

Note: no matters were forthcoming at this time.

3. COUNCILLOR REPORTS AND RELATED BUSINESS

3.1 Reeve's Report

Reeve Link presented highlights from the 'Reeve's Report' - events/meetings for the month of June 2020.

RESOLUTION CM-2020-07-16

Moved by LINK

ACCEPTANCE of the Reeve's Report, as presented/provided.

• Carried

3.1.1 Addendum to Reeve's Report - Re: Community Futures Wild Rose Document

RESOLUTION CM-2020-07-17

Moved by LINK

THAT Council accept, as information, the Addendum to the Reeve's Report: Re: Community Futures Wild Rose Document - Performance Results for 2019-20.

• Carried

3.2 Deputy Reeve's Report

Deputy Reeve Klassen presented highlights from the 'Deputy Reeve's Report' - Re: events/meetings for the month of June 2020 (note: the report was presented following agenda item 3.7.)

In follow-up to a previous discussion, Deputy Reeve Klassen informed that the tender has been awarded for the Wheatland Regional Corporation (WRC) Phase 3 Pipeline Project.

RESOLUTION CM-2020-07-26

Moved by KLASSEN

ACCEPTANCE of the Deputy Reeve's Report, as presented/provided.

• Carried

3.3 Division 1 Councillor Report

The 'Division 1 Councillor Report' for the month of June 2020 was not available in the agenda package. Councillor Wilson presented a verbal report highlighting the following: Strathmore Handi-bus Association.

RESOLUTION CM-2020-07-18

Moved by WILSON

ACCEPTANCE of the Division 1 Councillor Report, as presented.

• Carried

3.4 Division 3 Councillor Report

Councillor Biggar presented highlights from the 'Division 1 Councillor Report' - Re: events/meetings for the month of June 2020.

RESOLUTION CM-2020-07-19

Moved by BIGGAR

ACCEPTANCE of the Division 3 Councillor Report, as presented/provided.

• Carried

3.5 Division 4 Councillor Report

Councillor Ikert informed that a copy of the 'Division 4 Councillor Report' was included in the agenda package; the report highlighted events/meetings for the month of June 2020.

RESOLUTION CM-2020-07-20

Moved by IKERT

ACCEPTANCE of the Division 4 Councillor Report, as presented/provided.

• Carried

3.5.1 Item for Discussion - Re: Utilizing Local Contractors

Discussion ensued regarding the utilizing of local contractors for sidewalk replacement project. Councillor Wilson presented the following motion for Council consideration: 'That local contractors be the preferred bidders on sidewalk replacement projects within the Wheatland County hamlets'. General Manager M. Ziehr informed Council of the Carseland Sidewalk Replacement Project utilizing local contractors. Upon discussion, Councillor Ikert withdrew the previous motion.

RESOLUTION CM-2020-07-21

Moved by IKERT

APPROVAL that Wheatland County Administration provide a report to Council upon completion of the Carseland Sidewalk Replacement Pilot Project.

• Carried

3.6 Division 6 Councillor Report

Councillor Koester presented highlights from the 'Division 6 Councillor Report' - Re: events/meetings for the month of June 2020. In addition, Councillor Koester provided an update on the proposed Wheatland Lodge building project.

RESOLUTION CM-2020-07-22

Moved by KOESTER

ACCEPTANCE of the Division 6 Councillor Report for the month of June 2020, as presented/provided.

• Carried

3.7 Division 7 Councillor Report

Councillor Armstrong presented highlights from the 'Division 7 Councillor Report' - Re: events/meetings for the month of June 2020.

RESOLUTION CM-2020-07-23

Moved by ARMSTRONG

APPROVAL to ratify the representation of the Wheatland County Division 7 Councillor at the following meetings/events during the month of June 2020 for a total per diem of 0.50: Drumheller Regional Meeting (June 11th); Drumheller Health Foundation AGM (June 17th).

• Carried

RESOLUTION CM-2020-07-24

Moved by ARMSTRONG

APPROVAL for Councillor Armstrong and one additional Council representative to attend the 20th Annual Alberta CARE Conference, scheduled for September 9th, 2020 to September 11, 2020 in Pincher Creek, Alberta; with approval to include overnight accommodations.

• Carried

RESOLUTION CM-2020-07-25

Moved by ARMSTRONG

ACCEPTANCE of the Division 7 Councillor Report, as presented/provided.

• Carried

3.7.1 Addendum to the Division 7 Councillor Report - Re: AlbertaCARE Conference

As information, notice of the 20th Annual Alberta Care Conference and registration was provided. This matter was addressed during the Division 7 Councillor Report.

4. DEPARTMENT REPORTS AND RELATED BUSINESS

4.1 Chief Administrative Officer

4.1.1 Chief Administrative Officer Report

B. Henderson presented the Chief Administrative Officer Report for the month of June 2020; the report provided updates/highlights on the following departments: Administration; Fire and Emergency Services; People Services. A copy of the 'Council Resolution Tracker' was included. In addition to the report, CAO Henderson reported on the following: Site Inspection - GFL Facility (July 6th); Summer Student program; hosting of the Central RMA General Meeting.

RESOLUTION CM-2020-07-27

Moved by IKERT

THAT Council accepts the Chief Administrative Officer Report for information.

• Carried

4.2 Corporate and Financial Services

4.2.1 Corporate & Financial Services Report

General Manager T. Buteau presented the Corporate & Financial Services Report; the report provided updates/highlights on Corporate Services (Department update, Assessment, Financial Services, and Information Technology). In response to an inquiry, General Manager Buteau informed that additional information will be provided to Council regarding the Residential Request for Information (RRFI) survey.

RESOLUTION CM-2020-07-28

Moved by BIGGAR

THAT Council accepts the Corporate and Financial Services Monthly Report dated July 7, 2020 as information.

• Carried

4.2.2 Procurement Policy 2.1

General Manager T. Buteau presented the proposed amendments to the Wheatland County Procurement Policy (Section 2.1). In addition, a copy of the 'Guidelines to the Procurement Obligations of Domestic and International Trade Agreements' was provided as information.

RESOLUTION CM-2020-07-29

Moved by KOESTER

APPROVAL of the amendments to the Wheatland County Corporate and Financial Services Policy - Section 2.1 (Procurement Policy) dated July 7, 2020.

• Carried

4.3 Community and Development Services

4.3.1 Community & Development Services Report

General Manager M. Boscarior presented the Community and Development Services Report; the report provided updates and stats on the following: Community Services; Economic Development; GIS; Planning, Development & Safety Codes; Protective Services.

Note: Councillor Klassen joined the meeting in person during agenda item 4.3.2 - time 10:25 A.M.

RESOLUTION CM-2020-07-30

Moved by KLASSEN

THAT Council accepts the Community and Development Services Report as information.

• Carried

4.3.2 Carseland & District Community Association & Agricultural Society Letter of Support.

D. Rimes (Community Services Coordinator) presented a request for decision pertaining to a request from a local community organization.

RESOLUTION CM-2020-07-31

Moved by BIGGAR

THAT Council direct administration to draft a letter of support for the Carseland & District Community Association & Agricultural Society for opening their outdoor recreation facilities.

• Carried

4.3.3 Eagle Lake RV Resort Water Supply

In follow-up to a previous request (Res. CM-2020-01-35), D. Rimes (Community Services Coordinator) presented a report to Council regarding the Eagle Lake RV Resort water supply.

Note: following agenda item 4.3.3, the Council meeting recessed at 10:40 A.M. and resumed at 10:47 A.M.

RESOLUTION CM-2020-07-32

Moved by KLASSEN

THAT Council accept the Eagle Lake RV Resort Water Supply report for information.

• Carried

4.4 Transportation and Agriculture

4.4.1 Transportation & Agriculture Report

General Manager M. Ziehr presented the Transportation & Agriculture Report; the report provided updates on the following topics: Public Works Crews; Hamlet and Utilities / Waste Transfer Sites; General Updates; Facilities; Gravel/Roads; Land; Agriculture & Environment Report. In addition, General Manager Ziehr provided an update on the public engagement for water servicing (Redland).

In response to inquiries from Council, the following topics were discussed: road concerns - Highway 24 (west of Hwy. 817); road maintenance - portions of Range Road 261; Community Aggregate Payment Levy (purpose/use); Rosebud Lagoon - community consultation.

RESOLUTION CM-2020-07-33

Moved by BIGGAR

That Council accepts the General Manager of Transportation and Agriculture, June 2020 report, as information.

• Carried

4.4.2 Contract Award - Automatic Vehicle Location System

General Manager M. Ziehr presented a request for decision regarding the Automatic Vehicle Location System contract.

RESOLUTION CM-2020-07-34

Moved by KOESTER

APPROVAL that Wheatland County award the contract for Automatic Vehicle Location (AVL) services to MRF Geosystems Corporation for a (5) five year term for the full term cost of \$278,790.00.

• Carried

4.4.3 Muirfield Sale of Lots Process

General Manager M. Ziehr presented a request for decision regarding the acquiring of land interests and proposed process for the sale of lots (Lakes of Muirfield). Upon discussion, CAO B. Henderson informed that a request for decision will be brought to Council regarding the possibility of setting up a reserve fund from the sale of the lots for future infrastructure.

RESOLUTION CM-2020-07-35

Moved by KLASSEN

APPROVAL that Wheatland County retain the Realtor, and the proposed process for the sale of lands at the Lakes of Muirfield being acquired as presented.

• Carried

4.4.4 Encroachment Agreement - Rosebud

General Manager M. Ziehr presented a request for decision regarding an encroachment agreement for a property located within the hamlet of Rosebud.

RESOLUTION CM-2020-07-36

Moved by BIGGAR

APPROVAL of an Encroachment Agreement for the use of the undeveloped road allowance with the owner of Roll #3776000; 3767CN; 6; 19-2, within Rosebud, based on the information as presented in the request for decision.

• Carried

4.4.5 Muirfield Water Meter Project

General Manager M. Ziehr presented a request for decision regarding the proposed Muirfield Water Meter project.

RESOLUTION CM-2020-07-37

Moved by KLASSEN

APPROVAL of the Muirfield Water Meter Project to be tendered and completed in 2020 with a proposed maximum budget of \$100,000.00.

• Carried

4.4.6 Range Road 205 Funding Agreement

General Manager M. Ziehr presented a request for decision regarding a proposed funding agreement with Alberta Transportation regarding Range Road 205.

RESOLUTION CM-2020-07-38

Moved by ARMSTRONG

APPROVAL that Wheatland County enter into the funding agreement with Alberta Transportation for the 50% cost share of constructing Range Road 205 from Hwy. 564 to Township Road 250.

• Carried

4.4.7 Utility Connection Fee

General Manager M. Ziehr presented a request for decision regarding the utility connection fee.

RESOLUTION CM-2020-07-39

Moved by BIGGAR

THAT Wheatland County Council approve the proposed revisions to Planning Policy Section 7.8 and Master Fee Schedule removing the requirement for applicants to pay the utility connection fee prior to the development of a vacant lot.

• Carried

5. CORRESPONDENCE / INFORMATION

5.1 Correspondence & Information Items

Council reviewed correspondence provided under agenda item 5.1; discussion ensued.

RESOLUTION CM-2020-07-40

Moved by ARMSTRONG

TO ACCEPT the following items as information, as provided in the request for decision:

- Village of Rockyford Correspondence (dated June 10, 2020) – Re: Wheatland Regional Corporation – Regional Waterline Project Tender.
- Strathmore & District Agricultural Society Correspondence (June 15, 2020) – Re: 2020 Community Enhancement Grant Funding

• Carried

6. CLOSED SESSION (IN CAMERA)

During the regular Council meeting, a closed session was held. Note: The following participated in the closed session: All Members of Council; Chief Administrative Officer; General Manager of Community & Development Services; General Manager of Corporate & Financial Services; General Manager of Transportation & Agriculture.

Note: Prior to the closed session, the Council meeting recessed at 11:49 A.M. and resumed at 12:35 P.M.

RESOLUTION CM-2020-07-41

Moved by LINK

THAT the meeting go into 'closed session' (in camera) - time 12:35 P.M., pertaining to the following:

- Legal Matter [FOIP Act - Sec. 16] - Re: Other Organizations - GFL
- Legal Matter [FOIP Act - Sec. 16] - Re: Lakes of Muirfield (Wastewater Servicing)

• Carried

RESOLUTION CM-2020-07-42

Moved by LINK

THAT the meeting come out of 'closed session' - time 2:02 P.M.

• Carried

6.1 Business Arising from Closed Session

RESOLUTION CM-2020-07-43

Moved by KLASSEN

APPROVAL to direct Administration to pursue the implementation of an Interim Operating Agreement with the Lakes of Muirfield Homeowners Association, addressing the operation and maintenance of on-site wastewater infrastructure, and management of costs and customer billing for wastewater services, with an intended commencement date of July 31, 2020.

• Carried

7. ADJOURNMENT

REEVE LINK adjourned the meeting - time 2:05 P.M.

Reeve

Chief Administrative Officer

Recording Secretary