



## WHEATLAND COUNTY

### Regular Council Meeting Minutes

December 1, 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. Boscariol, GM of Community and Development Services  
M. Ziehr, GM of Transportation and Agriculture  
M. Desaulniers, Recording Secretary  
T. Buteau, GM of Corporate and Financial Services  
M. Maier, Communications Specialist

#### 1. CALL TO ORDER AND RELATED BUSINESS

##### 1.1 Call To Order

Note: meetings are recorded and may be posted on social media.

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

Reeve Link reviewed the process for the December 1, 2020 Regular Wheatland County Council meeting. The 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). [Note: a 'notice of meeting' was posted on the County website.]

##### 1.2 Adoption of Agenda

#### **RESOLUTION CM-2020-12-01**

Moved by IKERT

APPROVAL of the December 1, 2020 Regular Council Meeting Agenda, as presented and amended to include the following additions:

- Under Agenda Item 2.2 - Unfinished Business / Business Arising
  - 2.2.1 - RMA Long Service Award Recognition - Re: Councillor Koester
- Under Agenda Item 2 - Items for Discussion and Related Business
  - 2.3 - 10:00 A.M. Appointment - Wheatland Regional Corporation
- Under Agenda Item 4.3 - Community and Development Services
  - 4.3.4 - Request for Subdivision Extension - Re: SD2019-001
- Under Agenda Item 4.4 - Transportation and Agriculture
  - 4.4.3 - Approach (NE-10-27-22-W4M)

• Carried

1.3 Adoption of Minutes

1.3.1 Regular Council Meeting Minutes - November 10, 2020

**RESOLUTION CM-2020-12-02**

Moved by ARMSTRONG

APPROVAL of the November 10, 2020 Wheatland County Regular Council meeting minutes, as presented.

• Carried

1.3.2 Public Hearing Minutes (Nov. 10, 2020) - Re: Bylaw 2020-30 and Bylaw 2020-33

**RESOLUTION CM-2020-12-03**

Moved by WILSON

APPROVAL of the November 10, 2020 Wheatland County Public Hearing minutes, as presented, for Bylaw 2020-30 and Bylaw 2020-33.

• Carried

**2. ITEMS FOR DISCUSSION AND RELATED BUSINESS**

2.1 Bylaw Readings and Public Hearings

2.1.1 Bylaw 2020-39 - Road Closure

**RESOLUTION CM-2020-12-04**

Moved by ARMSTRONG

FIRST READING of Bylaw 2020-39 for the closure, and disposal to the applicant, the adjacent owner, of a portion of the original undeveloped Municipal Road Allowance described as:  
Plan By Michael A Thompson, ALS (ALS File No. H36320L)  
Area 'A'  
Containing 0.314 Ha (0.77 Acres)  
More or Less Excepting Thereout All Mines and Minerals  
And the Right to Work the Same  
in exchange for that portion of IRR 257 shown on the same plan shown as "Road" containing 0.220 Ha (0.544 acres) more or less.

• Carried

**RESOLUTION CM-2020-12-05**

Moved by IKERT

THAT a Public Hearing for Bylaw 2020-39 be scheduled for February 16th, 2021 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

**RESOLUTION CM-2020-12-06**

Moved by BIGGAR

THAT Council waive the \$1,000 in fees for the applicant related to Road Closure (Bylaw 2020-39) as per the approved Schedule of Fees.

• Carried

**2.2 Unfinished Business or Business Arising**

**2.2.1 RMA Long Service Award Recognition**

On behalf of Council, Reeve Link extended congratulations to Councillor Koester on receiving long service award recognition at the recent Rural Municipalities of Alberta conference.

**2.3 Appointment - Re: Wheatland Regional Corporation (WRC)**

Note: the Wheatland Regional Corporation (WRC) appointment with Council commenced at 10:05 A.M. Purpose of appointment was to address the 'Notice of Motion' to terminate the Interagency Service Agreement (Ref: Nov. 10th Council Meeting).

Representatives from WRC, Leah Jensen (General Manager) and Darcy Burke (Board Chair), presented a document to Council providing a 'Wheatland County and WRC Manpower and Utility Comparison'. Discussion ensued. During the appointment, WRC representatives responded to Council's discussion during the Nov. 10th Council meeting and provided comments regarding the following topics: process; fiscal responsibility; success of partnerships; rates for services; audits; mileage; fixed costs; transparency; provision of water and utility servicing. Note: the appointment concluded at 10:41 A.M.

**RESOLUTION CM-2020-12-22**

Moved by KOESTER

THAT Council grant an extension of time to the appointment for Wheatland Regional Corporation representatives to respond to comments made at the November 10th Wheatland County Council meeting regarding the WRC.

• Carried

**RESOLUTION CM-2020-12-23**

Moved by IKERT

TO ACCEPT the Wheatland Regional Corporation presentation document as information.

• Carried

**3. COUNCILLOR REPORTS AND RELATED BUSINESS**

**3.1 Reeve's Report**

**RESOLUTION CM-2020-12-07**

Moved by LINK

ACCEPTANCE of the Reeve's Report (for the month of November 2020), as presented/provided.

• Carried

3.2 Deputy Reeve's Report

**RESOLUTION CM-2020-12-08**

Moved by KLASSEN

ACCEPTANCE of the Deputy Reeve's Report (for the month of November 2020), as presented/provided.

• Carried

3.3 Division 1 Councillor Report

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

**RESOLUTION CM-2020-12-09**

Moved by WILSON

ACCEPTANCE of the Division 1 Councillor Report (for the month of November 2020), as presented.

• Carried

3.4 Division 3 Councillor Report

**RESOLUTION CM-2020-12-10**

Moved by BIGGAR

ACCEPTANCE of the Division 3 Councillor Report (for the month of November 2020), as presented/provided.

• Carried

3.4.1 Notice of Motion - Re: Wheatland Regional Corporation Agreement

Note: Agenda Item 3.4.1 (Notice of Motion) proceeded at 11:35 A.M. This item was deferred earlier in order to facilitate an appointment with Wheatland Regional Corporation representatives.

Discussion ensued regarding the proposed notice of motion to terminate the Interagency Service Agreement with the Wheatland Regional Corporation (WRC). The following was noted: Wheatland County and WRC do not currently follow this agreement; termination of this agreement does not preclude the WRC from presenting new information or proposal for new agreement; termination of this agreement would allow Wheatland County to pursue other options: internal servicing, new agreement or service model.

Note: During Agenda Item 3.4.1, the meeting recessed at 12:28 P.M. and resumed at 1:15 P.M.

**RESOLUTION CM-2020-12-32**

Moved by BIGGAR

THAT Council direct Administration to provide written notice (90-day notice) to the Wheatland Regional Corporation to terminate the Interagency Service Agreement.

• Carried

**RESOLUTION CM-2020-12-33**

Moved by ARMSTRONG

THAT Council direct County Administration to work with the Wheatland Regional Corporation Board to investigate potential terms for a servicing agreement (note: timeline - December 21, 2020).

• Carried

3.5 Division 4 Councillor Report

**RESOLUTION CM-2020-12-11**

Moved by IKERT

ACCEPTANCE of the Division 4 Councillor Report (for the month of November 2020), as presented/provided.

• Carried

3.6 Division 6 Councillor Report

**RESOLUTION CM-2020-12-12**

Moved by KOESTER

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

• Carried

3.7 Division 7 Councillor Report

**RESOLUTION CM-2020-12-13**

Moved by ARMSTRONG

ACCEPTANCE of the Division 7 Councillor Report (for the month of November 2020), as presented/provided.

• Carried

**4. DEPARTMENT REPORTS AND RELATED BUSINESS**

4.1 Chief Administrative Officer

4.1.1 Chief Administrative Officer Report

**RESOLUTION CM-2020-12-14**

Moved by WILSON

That Council accept the November 2020 Chief Administrative Officer report as information.

• Carried

**RESOLUTION CM-2020-12-15**

Moved by BIGGAR

THAT Council accept the December 1<sup>st</sup>, 2020 Council Resolution Tracker as information.

• Carried

#### 4.1.2 Historical Scan (Resolutions) - Re: Wheatland Regional Corporation

##### **RESOLUTION CM-2020-12-16**

Moved by IKERT

THAT Council accept the following document as information:  
Wheatland County historical scan of resolutions (for the period  
2014 to November 10, 2020) related to the Wheatland Regional  
Corporation.

• Carried

#### 4.1.3 Communications and Public Relations Policy Update (Section 14)

Note: During review of the Communications and Public Relations Policies (Section 14), Council requested that the Public Participation Policy - (Section 14.5) be further amended to include that Administration will 'notify Council of any public engagement activities'.

##### **RESOLUTION CM-2020-12-17**

Moved by WILSON

THAT Council approve proposed changes to the Section 14 – Communications and Public Relations Policies, as presented and further amended.

• Carried

#### 4.1.4 Letter of Support Request - Southern Alberta Energy from Waste Association

##### **RESOLUTION CM-2020-12-18**

Moved by ARMSTRONG

THAT Council provide letter of support to Southern Alberta Energy from Waste Association (SAEWA) for an application for funding to the Emissions Reduction Alberta shovel ready program.

• Carried

#### 4.2 Corporate and Financial Services

##### 4.2.1 Corporate and Financial Services Report

Note: In addition to the report, General Manager provided a brief update regarding the following: Canada Post notification (postal codes/civic addresses); municipal election 2021.

##### **RESOLUTION CM-2020-12-19**

Moved by KOESTER

That Council accepts the Corporate and Financial Services report dated December 1, 2020 as information.

• Carried

### 4.3 Community and Development Services

#### 4.3.1 Community and Development Services Report

In addition to the report, General Manager M. Boscariol informed Council that 1000 face shields were donated to Wheatland County from IPEX.

Note: following agenda item 4.3.1, the meeting recessed at 10:02 A.M. and resumed at 10:05 A.M. prior to the WRC Appointment (agenda item 2.3).

#### **RESOLUTION CM-2020-12-20**

Moved by BIGGAR

THAT Wheatland County send a 'thank you' letter to IPEX in appreciation of the generous donation of face shields.

• Carried

#### **RESOLUTION CM-2020-12-21**

Moved by WILSON

THAT Council accepts the November 2020 Community and Development Services Report for information.

• Carried

#### 4.3.2 Request to Waive 2020 Municipal Taxes - Re: Roll # 3598100

Note: Council reviewed an operators request for refund of taxes in lieu of improvements on leased county owned property in the NW-07-27-21-W4M. Administration recommended that Council maintain the 2020 Municipal Non-Residential property taxes based on information provided in the request for decision. Discussion ensued.

#### **RESOLUTION CM-2020-12-24**

Moved by KOESTER

THAT Wheatland County waive the 2020 Municipal-Non-Residential property taxes requisition amount for Roll #3598100 in the amount of \$3,443.63.

• Carried

#### **RESOLUTION CM-2020-12-25**

Moved by ARMSTRONG

THAT County Administration provide the following to a Committee of the Whole meeting for discussion and review: historical information and proposed procedure to access improvements (capital expenditures) by Lessees on County owned property.

• Carried

#### 4.3.3 Request for Subdivision Extension - Re: SD2019-012

#### **RESOLUTION CM-2020-12-26**

Moved by IKERT

THAT Council approve the time extension request for endorsed boundary adjustment SD2019-012 to June 2, 2021.

• Carried

**RESOLUTION CM-2020-12-27**

Moved by ARMSTRONG

THAT Council deny the request to refund the applicant the \$250 subdivision extension application fee pertaining to File SD2019-012.

• Carried

4.3.4 Request for Subdivision Extension - SD2019-001

Note: a copy of the request for decision pertaining to agenda item 4.3.4 was circulated to Council for their review.

**RESOLUTION CM-2020-12-28**

Moved by ARMSTRONG

THAT Council approve a subdivision time extension request for Subdivision Application SD2019-001 for a period of 12 months, extending the expiry of the conditionally approved subdivision to December 10, 2021.

• Carried

4.4 Transportation and Agriculture

4.4.1 Transportation and Agriculture Report

**RESOLUTION CM-2020-12-29**

Moved by WILSON

That Council accepts the General Manager of Transportation and Agriculture, November 2020 report.

• Carried

4.4.2 Access Easement - NW 14-24-20-W4M

**RESOLUTION CM-2020-12-30**

Moved by ARMSTRONG

That Council approve an Access Easement Agreement with the owners of Roll #2025000 for an improved private driveway, being 10 meters in width, across Roll #2027010, being a portion of NW 14-24-20-4, based on the information as presented in the RFD.

• Carried

**RESOLUTION CM-2020-12-31**

Moved by WILSON

THAT the following be included as topics of discussion at a Committee of the Whole meeting: Building Roads to County Standards; Wheatland County Policy - Public Road Allowances.

• Carried



#### 4.4.3 Approach (NE-10-27-22-W4M)

Councillor Koester informed Council of a landowner concern regarding an approach at NE-10-27-22-W4M. Discussion ensued, General Manager M. Ziehr informed that this matter will be investigated by the Transportation Department.

### 5. CORRESPONDENCE / INFORMATION

#### 5.1 Correspondence and Information Items

Note: Review of Agenda Item 5.1 took place following Agenda Item 3.4.1.

#### **RESOLUTION CM-2020-12-34**

Moved by WILSON

THAT Council accept the following items as information, as provided in the request for decision:

- Alberta Municipal Affairs (Office of the Minister) Correspondence (dated Nov. 2/20) – Re: Response to Wheatland County (Oct. 9/20) correspondence regarding request to meet to discuss CMRB.
- Alberta Municipal Affairs (Office of the Minister) Correspondence – Re: Response to Wheatland County (Sept. 22/20) correspondence regarding 'partial or unpaid taxes for oil and gas properties'.
- Village of Standard Correspondence (dated Oct. 29/20) – Re: Organizational Meeting.
- Bassano RCMP Detachment - Hussar/Wheatland County – Policing Report (October 2020).
- Southern Alberta Energy from Waste Association – Re: Annual Report 2020.
- Calgary Region Airshed Zone Correspondence (dated Nov. 16/20) and supporting documentation – Re: Membership, Initiatives.

• Carried

### 6. CLOSED SESSION (IN CAMERA)

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. The County's Community Services Coordinator was present for a portion of the closed session - time 1:21 P.M. to 2:02 P.M.

Note: CAO B. Henderson requested that the 'Wheatland County Road Plan - Personnel' be included as a topic of discussion during the closed session. There was no objection from Council.

#### **RESOLUTION CM-2020-12-35**

Moved by LINK

THAT the meeting go into 'closed session' (in camera) - time 1:21 P.M., pertaining to the following:

[FOIP Act - Sec. 21(1)(a)] - Re: Recreational Funding

[FOIP Act - Sec. 17] - Re: 2021 CAO Training Plan

[FOIP Act - Sec. 21] - Development Matter - Re: Cannabis for Personal Use

[FOIP Act - Sec.24(1)(d)] - Re: Wheatland County Road Plan - Personnel

• Carried

**RESOLUTION CM-2020-12-36**

Moved by LINK

THAT the meeting come out of 'closed session' - time 3:13 P.M.

• Carried

6.1 Business Arising from Closed Session

6.1.1 Request to Draft Letter - Re: Cannabis for Personal Use

**RESOLUTION CM-2020-12-36**

Moved by IKERT

THAT Council direct Administration to draft a letter and attach the White Paper related to Personal Cannabis use, and send to the Honourable Martin Shields, Member of Parliament for Bow River, the Honourable Jason Kenney, Premier and Minister of Intergovernmental Affairs, the Honourable Tracy Allard, Minister of Municipal Affairs, the Honourable Leela Aheer, MLA, Chestermere – Strathmore, the Honourable Nathan Cooper, MLA, Olds – Didsbury – Three Hills, Angela Pitt, MLA, Airdrie East, and Joseph Schow, MLA, Cardston - Siksika.

• Carried

**RESOLUTION CM-2020-12-37**

Moved by IKERT

THAT Council direct Administration to draft a Resolution from the white paper briefing (Re: Personal Cannabis Use) to submit to the Rural Municipalities of Alberta (RMA) District 2 (Central Zone) and the Federation of Canadian Municipalities.

• Carried

7. **ADJOURNMENT**

Reeve Link adjourned the meeting - time 3:17 P.M.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

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Recording Secretary