

WHEATLAND COUNTY COUNCIL MEETING MINUTES OF
NOVEMBER 5, 2019

Minutes of the Regular Council Meeting of the Council of Wheatland County, held at the County Office, on Tuesday, November 5, 2019, with the following present:

| | |
|-------------------------|--------------------------|
| Reeve: | A. Link, Division 2 |
| Deputy Reeve: | S. Klassen, Division 5 |
| Councillors: | J. Wilson, Division 1 |
| | D. Biggar, Division 3 |
| | T. Ikert, Division 4 |
| | G. Koester, Division 6 |
| | B. Armstrong, Division 7 |
| Interim Chief | |
| Administrative Officer: | B. Henderson |
| Communications | |
| Specialist: | M. Soltys |
| Recording Secretary: | M. Desaulniers |

Call to Order

Reeve Link called the meeting to order – time 9:00 A.M. Note: the meeting may be recorded and posted on County website or via social media. The following were present when the meeting was called to order:

- Wheatland County Staff Member(s)
 - M. Boscarol – General Manager of Community & Development Services
 - S. Baers – Manager of Planning & Safety Code Services
 - M. Williams – Planner II

RESOLUTION 19-11-01

Approval of
Agenda

WILSON MOVED approval of the agenda, as presented, with the following additions/revisions:

- Under Agenda Item 3.1 – Unfinished Business / Business Arising
 - 3.1b – Ratify Councillor Attendance – Re: Meetings / Events (Oct.)
- Under Agenda Item 4.1 – Reeve’s Report
 - 4.1b (Fire Board Membership) - Move agenda item to a Closed (In Camera) Session
 - 4.1c – Gleichen & District Community Association Correspondence
- Under Agenda Item 4.3a – Division 1 Councillor Report
 - 4.3a(iii) – Proposed Resolution – Re: Alberta First
- Under Agenda Item 4.3b – Division 3 Councillor Report
 - 4.3b(ii) – Resident Correspondence – Re: Utilities
- Under Agenda Item 6.0 – Closed Session (In Camera)
 - 6.4 – Land Matter (FOIP Act – Sec. 16) – Re: Muirfield Servicing
 - 6.5 – Land Matter (FOIP Act – Sec. 17) – Re: Solid Waste Contract
 - 6.6 – Labour Matter (FOIP Act – Sec. 17) – Re: Fire Board Membership
 - 6.7 – Labour Matter (FOIP Act – Sec. 17) – Hiring Process – Chief Administrative Officer

- Carried.

RESOLUTION 19-11-02

Approval of
Minutes

ARMSTRONG MOVED approval of the October 15, 2019 Wheatland County Organizational meeting minutes, as presented.

- Carried.

RESOLUTION 19-11-03

Approval of
Minutes

WILSON MOVED approval of the October 15, 2019 Wheatland County Regular Council meeting minutes, as presented.

- Carried.

Initials

Reeve: _____ Interim CAO: _____

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Note: a member of the press (Strathmore Times) entered the meeting at this time. Members of the public entered and left at various times throughout the meeting.

**First Reading
Bylaw 2019-22**

M. Williams, Planner II, presented a 'Request for Decision' for first reading of Bylaw 2019-22. The purpose of the application is to redesignate +/- 0.29 acres from Agricultural General District to Country Residential District and +/- 0.79 from Country Residential District to Agricultural General District. Note: a copy of the request for decision and planning report was included in the agenda information package.

Note: M. Ziehr (General Manager of Transportation & Agriculture) entered the meeting during discussion of agenda item 2.2a – time 9:09 A.M.

**RESOLUTION 19-11-04
Bylaw 2019-22
(LU2019-07)**

BIGGAR MOVED first reading of Bylaw 2019-22, this being a bylaw for the purpose of amending Land Use Bylaw 2016-01 to redesignate +/- 0.29 acres within SE-7-23-25-W4M from Agricultural General District to Country Residential District and +/- 0.79 acres within Plan 001 2255, Block 1 from Country Residential District to Agricultural General District, as shown on the attached Schedule 'A'.

- Carried.

**RESOLUTION 19-11-05
Public Hearing –
Bylaw 2019-22**

BIGGAR MOVED that a Public Hearing for Bylaw 2019-22 be scheduled December 3, 2019 to commence at 9:00 A.M. in Wheatland County Council Chambers.

- Carried.

Note: In response an inquiry from Council, Interim CAO Henderson informed that Administration will further investigate the reason for including Alberta Health Services in the application process for redesignation of land.

**First Reading
Bylaw 2019-26**

M. Williams, Planner II, presented a 'Request for Decision' for first reading of Bylaw 2019-26. The purpose of the application is to redesignate +/- 2.27 acres from Agricultural General District to Country Residential District in order to facilitate a subdivision and consolidation of land. Note: a copy of the request for decision and planning report was included in the agenda information package.

**RESOLUTION 19-11-06
Bylaw 2019-26
(LU2019-09)**

IKERT MOVED first reading of Bylaw 2019-26, this being a bylaw for the purpose of amending Land Use Bylaw 2016-01 to redesignate +/- 2.27 acres within sw2-24-26-W4M from Agricultural General District to Country Residential District, as shown on the attached Schedule 'A'.

- Carried.

**RESOLUTION 19-11-07
Public Hearing –
Bylaw 2019-26**

KLASSEN MOVED that a Public Hearing for Bylaw 2019-26 be scheduled December 17, 2019 to commence at 9:00 A.M. in Wheatland County Council Chambers.

- Carried.

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Annual General
Meeting

In response to a previous direction of Council, Interim CAO B. Henderson provided possible dates in March 2020 for Council consideration to hold the 2020 Wheatland County Annual General Meeting at the Rockyford Community Centre.

RESOLUTION 19-11-08

Annual General
Meeting (AGM)

BIGGAR MOVED approval that the 2020 Wheatland County Annual General Meeting be held on March 31st, 2020 at the Rockyford Community Centre commencing at 7:00 P.M.

- Carried.

RESOLUTION 19-11-09

Attendance –
Events/Meetings

KLASSEN MOVED approval to ratify the attendance of Wheatland County Council representation at the following meetings/events:

- Meeting with Town of Strathmore Council (Oct. 9, 2019)
- Twp. Rd. 250 – Landowner Meeting (Oct. 16, 2019)
- Fire Mediation Meeting (Rockyford – Oct. 22, 2019)
- Economic Development – Brand Launch (Oct. 23, 2019)
- Court of Queen’s Bench – Judicial Review (Oct. 30 & 31, 2019)

- Carried.

Reeve’s Report

Reeve Link presented the ‘Reeves Report’ for the month of October 2019 (note: a copy of the report was included in the agenda package); the report highlighted the following events/meetings: Council & Municipal Planning Commission; Calgary Metropolitan Region Board (CMRB) – Tour of Wheatland County; Agricultural Service Board; Emergency Management Committee; CP Holiday Train Meetings; Landowner Meeting, CMRB Meetings; RCMP Recognition; Hope Bridges Society – Fall Gala; Wheatland Regional Partnership; Fire Mediation Meeting; Economic Development – Brand Launch; Wheatland Family & Community Support Services (Board); Alberta Budget 2019 (Teleconferences with Ministers); Dark Fibre Tour; Meeting with Minister of Municipal Affairs; Judicial Review – Re: GFL. In response to an inquiry, Reeve Link informed that the County’s Agricultural Service Board has proposed a ‘Shelterbelt and Ecobuffer Seedling Program’ for 2020.

RESOLUTION 19-11-10

RCMP
Recognition

LINK MOVED approval that Wheatland County recognize February 1, 2020 as ‘Royal Canadian Mounted Police Day’.

- Carried.

RESOLUTION 19-11-11

Reeve’s Report

LINK MOVED acceptance of the Reeve’s Report, as presented/provided.

- Carried.

Gleichen & District
Community Assoc.

Reeve Link presented correspondence received from the Gleichen & District Community Association, dated Oct. 29, 2019, regarding their proposed future use of the ‘Gleichen School Shop’ at its current location. Note: Reeve Link read the letter in full; a copy of the correspondence was provided to Council and Administration for their review. Discussion ensued; Council reviewed past history and current status regarding the school buildings and land. It was noted that the buildings and land is currently the property of Golden Hills School Division.

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Note: two members of the County's Planning Department (S. Baers & M. Williams) left the meeting during discussion – time 9:38 A.M.

RESOLUTION 19-11-12

Gleichen School
Shop

LINK MOVED approval to direct Wheatland County Administration to contact the Golden Hills School Division No. 75 to look into the feasibility of acquiring ownership of the 'Gleichen School Shop'; further that County Administration investigate an agreement with the Gleichen and District Community Association regarding future use of the building and maintenance.

- Motion Lost (Defeated).

Agenda Item
4.1b

Note: During approval of the agenda, the following matter (agenda item 4.1b) was moved to be addressed in a closed session (in camera):

- Fire Board Bylaw – Re: Membership

Deputy Reeve's
Report

Deputy Reeve Klassen presented the 'Division 5 Councillor & Deputy Reeve's Report' for the month of October 2019 (note: a copy of the report was included in the agenda package); the report highlighted the following events/meetings: Council & Municipal Planning Commission; Emergency Management (update); Calgary Metropolitan Region Board (CMRB) – Intermunicipal Servicing Committee; District 2 – Central RMA General Meeting; meeting with Town of Strathmore Council; CMRB Flood Workshop; Twp. Rd. 250 – Landowner Meeting; Wheatland Regional Partnership; ASB Southern Conference; Drumheller & District Solid Waste Management Association; Southern Alberta Energy from Waste Communications Workshop; meeting with Minister of Municipal Affairs.

RESOLUTION 19-11-13

Deputy Reeve's
Report

KLASSEN MOVED acceptance of the Division 5 Councillor & Deputy Reeve's Report, as presented.

- Carried.

Div. 1 Councillor
Report

Councillor Wilson presented Council with a hard copy of the 'Division 1 Councillor Report' for the month of October 2019; the report highlighted the following events/meetings attended: Council & Municipal Planning Commission; Agricultural Service Board; Emergency Management; Southern Alberta Energy from Waste Association (SAEWA) Communications Workshop; meeting with Town of Strathmore Council; Strathmore Handi-Bus; SAEWA Board Meeting.

RESOLUTION 19-11-14

Div. 1 Councillor
Report

WILSON MOVED acceptance of the Division 1 Councillor Report, as presented.

- Carried.

RESOLUTION 19-11-15

ASB Minutes

WILSON MOVED to accept, as information, the October 2, 2019 Wheatland County Agricultural Service Board Meeting Minutes, as provided.

- Carried.

Alberta First
Resolution

Councillor Wilson presented a proposed resolution titled 'Alberta First Resolution' (note: Councillor Wilson read the resolution in full and provided a hard copy to Council and Administration). The proposed resolution highlighted a list of recommendations for the Government of Alberta to act

Initials

Reeve: _____ Interim CAO: _____

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on in order to assert Alberta's constitutional rights within confederation. Councillor Wilson requested that Wheatland County Council approve the proposed resolution for submission to the Rural Municipalities of Alberta for further consideration. Discussion ensued.

RESOLUTION 19-11-16

Alberta First
Resolution

WILSON MOVED that Wheatland County Council accepts, in principle, the proposed draft – 'Alberta First Resolution'. Further that Wheatland County invite Alberta Rural and Urban Municipalities to review the proposed resolution and provide feedback/input.

- Carried.

Div. 3 Councillor
Report

Councillor Biggar informed Council that a copy of the 'Division 3 Councillor Report' for the month of October 2019 was included in the agenda package; the report highlighted the following events/meetings: Council & Municipal Planning Commission; Carseland Lions Club; Chamber of Commerce; Community Future Wild Rose; District 2 – Central RMA General Meeting; Wheatland & Adjacent Districts Emergency Medical Services Association; Carseland Ag Society AGM; Introduction to Experience Development by Travel Alberta; Canadian Badlands; meeting with Town of Strathmore Council; Speargrass Community Association AGM; Economic Development Board; Economic Development – Brand Launch; Wheatland Family & Community Support Services. Note: information regarding the Strathmore & Wheatland County Christmas Hamper Society (2019 Campaign) was included with the report.

Councillor Biggar informed Council that RMA has requested that the County provide direction in relation to the County's Resolution - 'Opportunity for Improvement in FCM Representation of Rural Issues and Western Perspectives'. Note: this resolution is going forward for consideration at the upcoming Rural Municipalities of Alberta Convention. Discussion ensued.

In addition to the report, Councillor Biggar provided Administration with a copy of correspondence received from a resident expressing concerns regarding penalties on utility accounts; Councillor Biggar requested that Administration review and bring back to the next scheduled Council meeting.

RESOLUTION 19-11-17

Div. 3 Councillor
Report

BIGGAR MOVED acceptance of the Division 3 Councillor Report, as presented/provided.

- Carried.

Recess

The meeting recessed for a short break – time 10:23 A.M. to 10:30 A.M.

Div. 4 Councillor
Report

Councillor Ikert informed Council that a copy of the 'Division 4 Councillor Report' for the month of October 2019 was included in the agenda package; the report highlighted the following events/meetings: Council & Municipal Planning Commission; Agricultural Service Board; Southern Alberta Energy from Waste Association Communications Workshop; meeting with Town of Strathmore Council; Twp. Rd. 250 – Landowner Meeting; meeting with Minister of Municipal Affairs.

RESOLUTION 19-11-18

Div. 4 Councillor
Report

IKERT MOVED acceptance of the Division 4 Councillor Report, as presented/provided.

- Carried.

Initials

Reeve: _____ Interim CAO: _____

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**Div. 6 Councillor
Report**

Councillor Koester informed Council that a copy of the 'Division 6 Councillor Report' for the month of October 2019 was not available in the agenda package. Councillor Koester presented a verbal report highlighting the following events/meetings: Council & Municipal Planning Commission; Emergency Management Committee; Agricultural Service Board; Wheatland & Adjacent Districts Emergency Medical Services Association; meeting with Town of Strathmore Council; Wheatland Housing Management Body (Board Meeting & meeting with Minister of Seniors & Housing); Twp. Rd. 250 – Landowner Meeting; Calgary Metropolitan Region Board – Governance Committee; Fire Mediation Meeting; Hospice Society AGM; Conference Call with Minister of Seniors & Housing – Re: Social Housing; Meeting with Minister of Municipal Affairs; call from citizen – re: solid waste contract. A brief discussion ensued.

Note: M. Kurceba (Manager of Financial Services) entered the meeting during presentation of the Division 6 Councillor Report – time 10:38 A.M.

RESOLUTION 19-11-19

**Div. 6 Councillor
Report**

KOESTER MOVED acceptance of the Division 6 Councillor Report, as presented/provided.

- Carried.

**Div. 7 Councillor
Report**

Councillor Armstrong informed Council that a copy of the 'Division 7 Councillor Report' for the month of October 2019 was included in the agenda package; the report highlighted the following events/meetings: Council & Municipal Planning Commission; Agricultural Service Board; Southern Alberta Energy from Waste Association (SAEWA) Communications Workshop; District 2 – Central RMA General Meeting; Waste Collaboration Meeting; SAEWA Board; Drumheller & District Solid Waste Management Association (DDSWMA); Wheatland Regional Partnership; ASB Southern Conference; Economic Development – Brand Launch. Note: in response to Council's inquiries; Councillor Armstrong provided clarification pertaining to the DDSWMA Board's decision regarding the tendering and awarding of the hauling contract for pick-up of waste from rural partners. Discussion ensued.

RESOLUTION 19-11-20

**Div. 7 Councillor
Report**

ARMSTRONG MOVED acceptance of the Division 7 Councillor's Report, as presented/provided.

- Carried.

**Agenda Item
4.4c(ii)**

Reeve Link requested that Council consider addressing agenda item 4.4c(ii) at this time; Reeve Link informed that the applicant was present. Note: no objections from Council or Administration were forthcoming. Note: staff proceeded with presentation of agenda item 4.4c(ii).

RESOLUTION 19-11-21

**Time Extension
Re: SD2016-20**

WILSON MOVED approval of the subdivision time extension request for Subdivision Application SD2016-20 (Route 24 / Junction Corner), for a period of six (6) months (valid until May 16th, 2020); based on the information provided in the request for decision.

- Carried.

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Interim CAO
Report

B. Henderson presented the Interim Chief Administrative Officer Report for the month of October 2019 (note: a copy of the report was included in the agenda information package for Council review). The report provided updates/highlights on the CAO activities, meetings, and events during the month of October.

RESOLUTION 19-11-22

Interim CAO
Report

IKERT MOVED acceptance of the Interim Chief Administrative Officer's Report, as presented based on the information provided in the request for decision.

- Carried.

Corporate & Financial
Services Report

On behalf of the Department, Interim CAO Henderson presented the Corporate & Financial Services Report (note: a copy of the report was included in the agenda information package for Council review). The report provided updates/highlights on Corporate Services (Assessment, Finance, Human Resources, and Information Technologies).

RESOLUTION 19-11-23

Corporate & Financial
Services Report

KOESTER MOVED acceptance of the Corporate & Financial Services Report, as presented based on the information provided in the request for decision.

- Carried.

RESOLUTION 19-11-24

Rescind Appointment
of Auditor 2019

KOESTER MOVED approval to rescind the appointment of KPMG LLP as the auditor for Wheatland County for 2019; based on the information provided in the request for decision.

- Carried.

RESOLUTION 19-11-25

Audit Services
Agreement

BIGGAR MOVED approval that Wheatland County enter into an agreement with MNP LLP for a three (3) year contract for financial statement audit services with a possible extension of a two (2) year term; based on the information provided in the request for decision.

- Carried.

RESOLUTION 19-11-26

Appointment of
Auditor 2019

KLASSEN MOVED approval that Wheatland County appoint MNP LLP as the financial statement auditor for the 2019 fiscal year; based on the information provided in the request for decision.

- Carried.

RESOLUTION 19-11-27

Unaudited Financial
Statement

WILSON MOVED to accept, as information, the Wheatland County 'Unaudited Financial Statement' as of September 30, 2019; based on the information provided in the request for decision.

- Carried.

Note: M. Kurceba (Manager of Financial Services) left the meeting – time 11:16 A.M.

**WHEATLAND COUNTY COUNCIL MEETING MINUTES OF
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Community &
Development
Services Report

General Manager M. Boscariol presented the Community and Development Services Report (note: a copy of the report was included in the agenda package for Council review). The report provided updates on the following: Community Services; Economic Development; GIS; Planning, Development & Safety Codes.

In response to an inquiry from a member of Council, General Manager Boscariol informed Council that he will look into the availability of tree replacement in the hamlet of Rosebud.

RESOLUTION 19-11-28

Community & Dev.
Services Report

IKERT MOVED acceptance of the Community and Development Services Report, as presented based on the information provided in the request for decision.

- Carried.

Transportation &
Agriculture Report

General Manager M. Ziehr presented the Transportation & Agriculture Report (note: a copy of the report was included in the agenda package for Council review). The report provided updates on the following topics: Public Works Crews; Hamlet and Utilities / Waste Transfer Sites; Capital Works Projects; Facilities; Gravel; Land; Wheatland Regional Water; Agriculture & Environment Report.

In response to inquiries from Council, County Administration informed of the following:

- Recommend that incidents reported by Ratepayer/Resident to Council be forwarded to County Administration for follow-up.
- Transportation Department - waiting on a response from CP Rail regarding the possibility of eliminating 'train whistles' in Carseland.
- Ratepayer/Resident inquiry (letter) regarding 'utility connection fees' – note: this matter is currently being reviewed by County Administration.
- Update – Re: future road widening project (adjacent to Grader Shop - Rosebud).
- Update – Re: Landowner Inquiry - 2019 Road Construction Project (Twp. Rd. 252).

RESOLUTION 19-11-29

Transportation &
Agriculture Report

BIGGAR MOVED acceptance of the Transportation & Agriculture Report, as presented based on the information provided in the request for decision.

- Carried.

RESOLUTION 19-11-30

Lease Agreement –
Gravel Pit

WILSON MOVED approval of a lease agreement for the purpose of a Municipal gravel pit within SW-3-25-17-W4M & SE-3-25-17-W4M, for a five (5) year term commencing November 5, 2019; based on the information provided in the request for decision.

- Carried.

RESOLUTION 19-11-31

License Agreement –
(Lease)

WILSON MOVED approval that Wheatland County Administration proceed with the tender and award of a license agreement for the agricultural use of approximately 107 acres within NE-8-22-21-W4M, to be effective January 1, 2020, in accordance with Policy 9.5.2; based on the information provided in the request for decision.

- Carried.

Initials

Reeve: _____ Interim CAO: _____

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Protective

Services Report

On behalf of the department, General Manager M. Boscarior presented the 'Protective Services Report' (note: a copy of the report was included in the agenda package for Council review). The report provided updates on the following: Peace Officer/Bylaw Report - stats; Protective Services – activities/events (September 2019).

RESOLUTION 19-11-32

Protective

Services Report

KLASSEN MOVED acceptance of the Protective Services Report, as presented/provided.

- Carried.

RESOLUTION 19-11-33

Progress Report

WILSON MOVED to accept, as information, the following progress report, as presented based on the information provided in the request for decision:

- Update on the proposed application process regarding 'Emotional Support Animals (ESA)' within Hamlets under the Animal Control Bylaw.

- Carried.

RESOLUTION 19-11-34

Correspondence/

Information Items

ARMSTRONG MOVED to accept the following item as information, as provided in the request for decision:

- Alberta Municipal Affairs (Office of the Minister) Correspondence – Re: Budget 2019
- Village of Standard Correspondence – Re: Council Appointments (2019 Organizational Meeting)
- Village of Rockyford Correspondence – Re: Council Appointments (2019 Organizational Meeting)
- Village of Hussar Correspondence – Re: Council Appointments (2019 Organizational Meeting)

- Carried.

Recess

The meeting recessed for a lunch break – time 11:35 A.M. Note: Council agreed to reconvene meeting at 12:30 P.M.

Call to Order

Reeve Link called the meeting to order – time 12:39 P.M. The following were present when the meeting reconvened: All Members of Council; Interim Chief Administrative Officer; General Manager of Community & Development Services; General Manager of Transportation & Agriculture; Communications Specialist; Recording Secretary.

RESOLUTION 19-11-35

Closed Session

LINK MOVED that the meeting go into 'closed session' (in camera) – time 12:40 P.M., pertaining to the following:

- Labour Matter [FOIP Act – Sec. 16] – Re: Fire Mediation Requests
- Land Matter [FOIP Act – Sec. 16] – Water Licensing – Carseland/Speargrass Area
- Land Matter [FOIP Act – Sec. 24] – Re: Former County Public Works Site
- Land Matter [FOIP Act – Sec. 16] – Re: Muirfield Servicing
- Land Matter [FOIP Act – Sec. 17] – Re: Solid Waste Contract
- Labour Matter [FOIP Act – Sec. 17] – Re: Fire Board Membership
- Labour Matter [FOIP Act – Sec. 17] – Re: Hiring Process – Chief Administrative Officer

- Carried.

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Note: the closed (in-camera) session took place in the Wheatland County Committee Room. The closed session included Members of Council, Interim Chief Administrative Officer, General Manager of Community & Development Services, and the General Manager of Transportation & Agriculture.

Note: County Staff (M. Boscariol & M. Ziehr) left the meeting during the closed session – time 3:20 P.M. Councillor Wilson left the meeting during the closed session – time 3:25 P.M. The Interim CAO B. Henderson left the closed session at 3:20 P.M. and re-entered at 3:42 P.M.

RESOLUTION 19-11-36

Closed Session **LINK MOVED** that the meeting come out of ‘closed session’ – time 3:53 P.M.

- Carried.

Note: Councillor Wilson was not present when the meeting reconvened.

RESOLUTION 19-11-37

2018 Training Exercise **BIGGAR MOVED** approval that Wheatland County engage a mutual agreed upon consultant to debrief the July 7, 2018 Fire Association ‘training exercise’.

- Carried.

RESOLUTION 19-11-38

Fire Board Membership **LINK MOVED** approval to direct Wheatland County Administration to bring back the County’s Fire Board Bylaw (2019-01) to amend fire board membership to include one representative from each of the villages (Standard, Hussar, Rockyford).

- Carried.

RESOLUTION 19-11-39

Adjournment **KOESTER MOVED** that the meeting adjourn – time 3:55 P.M.

- Carried.

Reeve

Interim Chief Administrative Officer

Recording Secretary