

MINUTES OF THE COUNCIL POLICY REVIEW MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS IN BRAZEAU COUNTY ON MONDAY, 2014 09 29

CALL TO ORDER

Deputy Reeve R. Moir called the meeting to order at 9:00 am.

PRESENT

P. Vos, Reeve
R. Moir, Deputy Reeve
M. Thompson, Councillor
M. Gressler, Councillor
A. Heinrich, Councillor
S. Mahan, Councillor
K. Westerlund, Councillor
T. Kwirant, Administrative Assistant
M. Galavan, Fire Chief
R. Ennis, Director of Community Services
J. Evasiuk, Director of Public Works and Infrastructure
B. Christie, Director of Corporate Services

OTHERS

Gary Mastre
Joanne Stuckenberg
Shawna McGinn

ADDITIONS TO AND ADOPTION OF AGENDA

Addition to and Adoption of the Agenda

1140/14 Moved by M. Thomson to adopt the agenda with the following additions:

4. Temporary Foreign Workers
5. In-Private:
 - i. procedural bylaw
 - ii. electronic screen
 - iii. labour relations with developers
 - iv. legal matter

Postponement of policies PD-1 to PD-15 as per motion **979/14**

CARRIED UNANIMOUSLY

**COUNTRY CLUB
ESTATES**

Country Club Estates – Hot Mix Asphalt or Cold Mix

John Evasiuk, Director of Public Works and Infrastructure presented that Country Club Estates should not have been on the list for asphalt as presented at the August 19, 2014 Regular Council Meeting.

1141/14 Moved by K. Westerlund to remove County Club Estates from the asphalt list as previously approved on August 19, 2014 and adjust budget accordingly.

CARRIED UNANIMOUSLY

1142/14 Moved by K. Westerlund to direct administration to proceed to replace the cold mix in Country Club Estates at a cost of \$63,750.00 from Restricted Road Surplus.

CARRIED UNANIMOUSLY

**TEMPORARY
FOREIGN WORKERS**

Temporary Foreign Workers

Reeve, Pat Vos requested that Council consider taking an emergent resolution to the fall Pembina River District 3 meeting in support of temporary foreign workers.

1143/14 Moved by P. Vos to direct administration to assist in the preparation of an emergent resolution regarding temporary foreign worker issues to take to the Pembina River District 3 meeting on October 20, 2014.

IN FAVOUR:

- K. Westerlund
- A. Heinrich
- P. Vos
- R. Moir
- M. Gressler
- M. Thompson

OPPOSED: S. Mahan

CARRIED

POLICY REVIEW

Policy Review

PER-2: Use of County Vehicles by Employees

1144/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

PER- 3: Staff Subsistence and Travel Allowance

1145/14 Moved by K. Westerlund to receive for information.

CARRIED UNANIMOUSLY

PER-4: Employee Long Service Awards

1146/14 Moved by A. Heinrich to eliminate policy as it is covered under PER-1.

CARRIED UNANIMOUSLY

PER-6: Simplified Statement of Investment Policies, Procedures & Goals for Brazeau County

1147/14 Moved by M. Gressler to receive for information.

CARRIED UNANIMOUSLY

PER-7: Volunteer Firefighter Long Service Awards

1148/14 Moved by M. Gressler to direct administration to update policy PER – 7 to bring the amounts in line with other policies applicable to employee long service awards and bring back to the next policy review meeting.

CARRIED UNANIMOUSLY

PER-8: Employee Identification Card Policy

1149/14 Moved by M. Thompson to table PER-8 until next policy review meeting.

CARRIED UNANIMOUSLY

PER-10: Payroll Direct Deposit Policy

1150/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

1151/14 Moved by P. Vos to change all reference to officers to "Community Peace Officer" for consistency throughout all PSS policies.

CARRIED UNANIMOUSLY

PSS-1: Motor Transport Policy on Vehicle Weights and Use of County Road System

1152/14 Moved by P. Vos to receive for information.

CARRIED UNANIMOUSLY

PSS-2: Firearms Policy

1153/14 Moved by S. Mahan to change "department of Public Safety" to "department of Community Services".

CARRIED UNANIMOUSLY

PSS-3: Prosecution Procedure

1154/14 Moved by M. Gressler to receive for information.

CARRIED UNANIMOUSLY

PSS-4: Prevention of Crime

1155/14 Moved by K. Westerlund to receive for information.

CARRIED UNANIMOUSLY

PSS-5: Public Education

1156/14 Moved by K. Westerlund to receive for information.

CARRIED UNANIMOUSLY

PSS-6: Traffic Patrol

1157/14 Moved by S. Mahan to receive for information.

CARRIED UNANIMOUSLY

PSS-7: Portable Scale Use

1158/14 Moved by M. Thompson to receive for information.

CARRIED UNANIMOUSLY

PSS-9: Request for Assistance

1159/14 Moved by A. Heinrich to direct administration to contact other municipalities and, pending their response, to see if political assistance is needed to get the Community Peace Officers on the same emergency response system as the RCMP. Prepare a letter to the corporate authority if required.

CARRIED UNANIMOUSLY

1160/14 Moved by M. Gressler to table PSS-9 until further information is gathered the review at the next policy review meeting.

CARRIED UNANIMOUSLY

PSS-12: Patrol Vehicle Operation

1161/14 Moved by K. Westerlund to receive for information.

CARRIED UNANIMOUSLY

PSS-14: Constabulary Jurisdictions

1162/14 Moved by P. Vos to receive for information.

CARRIED UNANIMOUSLY

PSS-15: Ride-a-long Candidates

1163/14 Moved by M. Thompson to table PSS-15 until administration clarifies the liability issue.

CARRIED UNANIMOUSLY

PSS-16: O.C. Spray Policy

1164/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

PSS-17: Emergency Response/Pursuit Guidelines

1165/14 Moved by K. Westerlund change “department of Public Safety” to “Community Services” in all PSS policies.

CARRIED UNANIMOUSLY

1166/14 Moved by K. Westerlund receive for information.

CARRIED UNANIMOUSLY

PSS-18: Informal Resolution of Public Complaints Against Community Peace Officers Process

1167/14 Moved by P. Vos to delete PSS-18 as it is addressed by PSS-21.

CARRIED UNANIMOUSLY

PSS-19: Code of Conduct

1168/14 Moved by M. Gressler to receive for information.

CARRIED UNANIMOUSLY

PSS-20: Exhibit Control Policy

1169/14 Moved by P. Vos to receive for information.

CARRIED UNANIMOUSLY

PSS-21: Informal Complaints Process

1170/14 Moved by S. Mahan to receive for information.

CARRIED UNANIMOUSLY

PSS-22: CIPC (Canadian Information Centre) Access Policy and Agreement

1171/14 Moved by M. Thompson to receive for information.

CARRIED UNANIMOUSLY

1172/14 Moved by S. Mahan to amend the title of PS-22 to PSS-22 for consistency.

CARRIED UNANIMOUSLY

Deputy Reeve R. Moir called for a ten minute break at 9: 55 a.m. and the meeting resumed at 10:05 a.m.

PW-2: Construction of Approaches to Wellsites from County Road Allowances

1173/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

PW-3: Dust Control (Rural) Road

1174/14 Moved by M. Thompson to receive for information.

CARRIED UNANIMOUSLY

PW-4: Hiring of Gravel Trucks for County Gravel Hauls

1175/14 Moved by M. Thompson to receive for information.

CARRIED UNANIMOUSLY

PW-6: Maintenance of County Graveling Program – Main Haul Routes

1176/14 Moved by K. Westerlund to receive for information.

CARRIED UNANIMOUSLY

PW-7: Permits or Lease of County Roadway

1177/14 Moved by M. Gressler to receive for information.

CARRIED UNANIMOUSLY

PW-8: Land Acquisition

1178/14 Moved by A. Heinrich receive for information.

CARRIED UNANIMOUSLY

PW-9: Road Standards and Designations

1179/14 Moved by P. Vos to receive for information.

CARRIED UNANIMOUSLY

PW-10: Private Approaches

1180/14 Moved by S. Mahan to receive for information.

CARRIED UNANIMOUSLY

PW-12: Guidelines for Road Construction on Undeveloped County Road Allowances

1181/14 Moved by A. Heinrich to table PW-12 to next the policy meeting and direct administration to investigate working with oil companies to get roads built to a better standard.

IN FAVOUR: K. Westerlund
A. Heinrich
M. Gressler
M. Thompson

OPPOSED: P. Vos
S. Mahan
R. Moir

CARRIED

PW-13: Hiring of Contractors/Suppliers

1182/14 Moved by P. Vos to table PW-13 and direct administration to obtain a legal review of the PW-13 and bring back to Council at the next policy review meeting.

CARRIED UNANIMOUSLY

PW-14: Miscellaneous Road Construction Requests

1183/14 Moved by S. Mahan to receive for information.

CARRIED UNANIMOUSLY

PW-15: Road Surfacing – County Residential

1184/14 Moved by A. Heinrich receive for information.

IN FAVOUR: K. Westerlund
A. Heinrich
P. Vos
R. Moir
M. Thompson
M. Gressler

OPPOSED: S. Mahan

CARRIED

PW-16: Equipment Replacement Program

1185/14 Moved by K. Westerlund to receive for information.

CARRIED UNANIMOUSLY

PW-17: Road Widening

1186/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

PW-18: Dust Control Policy Country Residential Subdivisions

1187/14 Moved by P. Vos to receive for information.

CARRIED UNANIMOUSLY

1188/14 Moved by P. Vos to look at the subdivision approval for Sunset Acres and if it is to be paved, then we removed it from Schedule "A".

1189/14 Moved by P. Vos to withdraw motion 1188/14.

WITHDRAWN

1190/14 Moved by K. Westerlund to table PW-18 and direct administration to investigate PW 19 Schedule "A" for accuracy and bring back to Council at the next policy review meeting.

CARRIED UNANIMOUSLY

PW-19: New Subdivision Surfacing Requirement Policy

1191/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

PW-20: Operating County Vehicles

1192/14 Moved by P. Vos to receive for information.

CARRIED UNANIMOUSLY

PW-21: Access to Subdivision/Parcel(s)

1193/14 Moved by P. Vos to update the policy to reflect the new county address.

CARRIED UNANIMOUSLY

Deputy Reeve R. Moir called for a five minute break at 11:14 a.m. and the meeting resumed at 11:20 a.m.

PW-22: Development Agreement (previously PD-4)

1194/14 Moved by S. Mahan to table PW-22 until the most current policy is available and brought forward at the next policy meeting.

CARRIED UNANIMOUSLY

PW-23: Road Stabilization Policy

1195/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

PW-24: Lease Road and Private Road Use for Development

1196/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

RP-1: Municipal Reserve Development

1197/14 Moved by K. Westerlund to table RP-1 until the next policy review meeting and review in conjunction with the Planning and Development policies.

CARRIED UNANIMOUSLY

GEN-3: County Owned Lands

1198/14 Moved by A. Heinrich to receive for information.

CARRIED UNANIMOUSLY

GEN-8: Community Hall Closures

1199/14 Moved by S. Mahan to table GEN – 8 and direct administration to review and update the policy and bring back to the next policy meeting.

CARRIED UNANIMOUSLY

GEN-9: County Owned Buildings

1200/14 Moved by A. Heinrich to table GEN-9 and direct administration to review and update the policy and bring in back to the next policy meeting.

CARRIED UNANIMOUSLY

RECESS FOR LUNCH

1201/14 Moved by S. Mahan that the Council Policy Review Meeting of September 29, 2014 recess for lunch at 11:50 a.m.

CARRIED UNANIMOUSLY

CALL TO ORDER Deputy Reeve R. Moir called the meeting to order at 12:58 p.m.

PRESENT

- P. Vos, Reeve
- R. Moir, Deputy Reeve
- M. Thompson, Councillor
- M. Gressler, Councillor
- A. Heinrich, Councillor
- S. Mahan, Councillor
- K. Westerlund, Councillor
- T. Kwirant, Administrative Assistant
- M. Galavan, Fire Chief
- R. Ennis, Director of Community Services
- J. Evasiuk, Director of Public Works and Infrastructure
- B. Christie, Director of Corporate Services

**IN-PRIVATE
SESSION**

In-Private Session

1202/14 Moved by S. Mahan that the Council Policy Review Meeting of September 29, 2014 proceed to “in-private” at 12:59 p.m. for the purpose of discussing:

- i. procedural bylaw
- ii. electronic screen
- iii. labour relations with developers
- iv. legal matter

CARRIED UNANIMOUSLY

1203/14 Moved by M. that the Council Policy Review Meeting of September 29, 2014 come out of “in-private” at 3:12 pm.

CARRIED UNANIMOUSLY

1204/14 Moved by A. Heinrich to change Deputy Reeve seating to be beside the Reeve at the front of the chamber effective November 1, 2014.

CARRIED UNANIMOUSLY

1205/14 Moved by M. Gressler to direct administration to set up meeting with Council, administration and developers to have a “focus on solutions” session on November 6, 2014 from 5:00 p.m. – 7:00 p.m. in EOC at Brazeau County administration building.

CARRIED UNANIMOUSLY

ADJOURNMENT **1206 /14** Moved by M. Gressler that the Council Policy Review Meeting of September 29, 2014 adjourn at 3:18 p.m.

CARRIED UNANIMOUSLY



Reeve



Chief Administrative Officer