

MINUTES OF THE COUNCIL POLICY REVIEW MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS IN BRAZEAU COUNTY ON MONDAY, 2014 07 28

CALL TO ORDER

Deputy Reeve R. Moir called the meeting to order at 9:02 a.m.

PRESENT

P. Vos, Reeve
R. Moir, Deputy Reeve
A. Heinrich, Councillor
S. Mahan, Councillor
M. Thompson, Councillor
M. Schoeninger, Chief Administrative Officer
B. Christie, Director of Corporate Services
J. Evasiuk, Director of Public Works and Infrastructure
R. Ennis, Director of Community Services
N. Tank, Finance Manager
T. Kwirant, Public Works Administrative Assistant

ABSENT

M. Gressler, Councillor
K. Westerlund, Councillor
T. Thomson, Fire Chief

ADDITION TO AND ADOPTION OF AGENDA

Addition to and Adoption of Agenda

887/14 Moved by A. Heinrich to approve the agenda with the following additions:

1. Financial Planning/Training - Request clarity as to Council's agenda items for the August 6, 2014 meeting from 1:00 pm - 4:00 pm
2. Social Club - Request Council consideration to approve additional \$3000.00 to the annual allocation
3. Dust control - Some seniors have requested partial refunds given the recent change to the schedule of fees specifically 50% reduction for seniors requesting dust control
4. "In-Private" Land Use Bylaw consistency and continuity in implementation
5. Use of Municipal Reserve lands for communication towers.

CARRIED UNANIMOUSLY

**ADOPTION OF
MINUTES**

COUNCIL MEETING MINUTES

-2-

2014 07 28

Adoption of Minutes

888/14 Moved by M. Thompson to approve the minutes of the July 14, 2014 Council Policy Review meeting as presented.

CARRIED UNANIMOUSLY

**GENERAL
MATTERS**

GENERAL MATTERS

Mayor's Gala September 15, 2014 – Honouring Wes Tweedle

P. Vos reported that the Mayor of Drayton Valley asked if Council wanted to honour Wes Tweedle at the Mayor's Gala. A similar presentation will be given to Moe Hamdon previous Mayor.

889/14 Moved by S. Mahan that Council honour Wes Tweedle at the Mayor's Gala

TABLED

890/14 Moved by A. Heinrich to table motion 889/14 until Reeve P. Vos contacts Wes Tweedle to gain his permission to be honoured at the Mayor's Gala.

CARRIED UNANIMOUSLY

Signage Along the Pembina River

S. Mahan reviewed the concern from the residents that live along the Pembina River regarding the public floating down the river and getting lost and turning up on their lands.

891/14 Moved by S. Mahan that Administration contact all the landowners including, Provincial and private, and investigate the cost of sign installation and provide a report to Council at the August 19, 2014 council meeting. The signs to include the longest time of actual travel along the river.

CARRIED UNANIMOUSLY

Policy Review

AG-11 – License Fees and Medicals

Rick Ennis spoke to the policy regarding licenses that need to be renewed for staff members. P. Vos suggested adding “other related training”.

892/14 Moved by A. Heinrich to accept with changes on the AG-11 Policy as presented.

CARRIED UNANIMOUSLY

AG-12 Public Education

Rick Ennis spoke to the policy regarding Public Education and recommended no changes.

893/14 Moved by M. Thompson to receive the report for information.

CARRIED UNANIMOUSLY

AG-13 Demonstration of Agricultural Practices

Rick Ennis spoke to policy regarding Demonstrations of Agricultural Practices and recommended no changes.

894/14 Moved by A. Heinrich to receive the report for information.

CARRIED UNANIMOUSLY

AG-14 Livestock Diseases

Rick Ennis spoke to policy and recommended no changes.

895/14 Moved by M. Thompson receive the report for information.

CARRIED UNANIMOUSLY

AG-15 – Agriculture Pest

Rick Ennis spoke to policy and recommended no changes.

896/14 Moved by M. Thompson to receive the report for information.

CARRIED UNANIMOUSLY

AG-16 Pest Container Site

Rick Ennis spoke to policy and recommended no changes.

897/14 Moved by A. Heinrich to receive the report for information.

CARRIED UNANIMOUSLY

AG-17 Use of Carrying Fire Arms

Rick Ennis spoke to policy and recommended no changes.

898/14 Moved by A. Heinrich to receive the report for information.

CARRIED UNANIMOUSLY

AG-19 Shelterbelt

Rick Ennis spoke to policy and recommended removing "Agriculture and Agri-Food Canada PFRA" as the organization no longer exists.

899/14 Moved by S. Mahan to accept the policy with the suggested changes.

CARRIED UNANIMOUSLY

AG- 21 Herbicide Emergency Response

Rick Ennis spoke to policy and recommended no changes.

900/14 Moved by P. Vos to accept the report for information.

CARRIED UNANIMOUSLY

AG-22 Cattle Drive Signs

Rick Ennis spoke to policy and recommended no changes.

901/14 Moved by A. Heinrich to receive the report for information.

CARRIED UNANIMOUSLY

AG-23 No Spray Request

Rick Ennis recommended the policy be tabled until final review by the Agriculture Service Board in the fall of 2014.

902/14 Moved by S. Mahan to table the policy until reviewed by the ASB.

CARRIED UNANIMOUSLY

AG-24 Fusarium Graminearum

Rick Ennis spoke to the policy regarding preventing an outbreak of Fusarium Graminearum within the County.

A. Heinrich suggested educating the farmers through advertising. M. Thompson suggested creating a list of major concern items that should be including in the tax notices.

903/14 Moved by M. Thompson to direct Administration to look into the cost of placing advertisements in the tax notices, bi monthly newsletters, and radio spots to educate people on Fusarium Graminearum.

CARRIED UNANIMOUSLY

904/14 Moved by P. Vos to accept the policy with changes.

CARRIED UNANIMOUSLY

AG-26 Control of Clubroot Disease in Canola

Rick Ennis requested changing "Canola" to "susceptible crop" with in the policy.

905/14 Moved by P. Vos to accept the policy with changes.

CARRIED UNANIMOUSLY

906/14 Moved by S. Mahan to direct Administration to investigate options to promote weed free dirt sales for all users, and investigate current standards of other municipalities.

CARRIED UNANIMOUSLY

R. Moir called for a break at 10:08 am and the meeting resumed at 10:20 am.

Financial Planning/Training - Request clarity as to Council's agenda items for the August 6, 2014 meeting from 1:00 pm - 4:00 pm

M. Schoeninger requested clarification of the format for above-noted session.

907/14 Moved by A. Heinrich to accept agenda as amended and presented for August 6, 2014.

CARRIED UNANIMOUSLY

Social Club - Request Council consideration to approve additional \$3000 to the annual allocation

M. Schoeninger requested additional funds on behalf of the Brazeau County Social Club to offset the costs of events.

908/14 Moved by P. Vos to add an additional \$3000.00, from unrestricted surplus, to the budget for the Social Club funding.

CARRIED UNANIMOUSLY

Dust control - Some Seniors have requested partial refunds given the recent change to the schedule of fees specifically 50% reduction for seniors requesting dust control

910/14 Moved by P. Vos that we offer the seniors a 50% credit towards their 2015 dust control if requested. No refunds.

CARRIED UNANIMOUSLY

Use of Municipal Reserve lands for communication towers

Brenda Christie presented areas for potential towers in Cynthia (1; B; 1989 KS) and NE 23-49-8-W5M (west of the County office). Is Council comfortable with using these Municipal Reserve lands for tower construction?

911/14 Moved by A. Heinrich to proceed with preparing documents to redesignate the two MR lots (1;B; 1989 KS and NE 23-49-08-W5M) to Public Utility Lots.

CARRIED UNANIMOUSLY

FIN-1 Accounting Principles Policy

Brenda Christie recommended that this policy be removed in its entirety.

912/14 Moved by S. Mahan to eliminate FIN-1 Accounting Principle Policy.

CARRIED UNANIMOUSLY

FIN-2 Purchasing Policy

Brenda Christie recommended Council table this policy until November of 2014 at which time Administration will bring back an updated policy.

913/14 Moved by M. Thompson to table FIN-2 Policy until November 2014.

CARRIED UNANIMOUSLY

FIN-3 Investments

Brenda Christie recommended Council table this policy until after the August 6, 2014 Finance Training Session.

914/14 Moved by P. Vos to table FIN-3 Policy until August 18, 2014 Policy Review meeting.

CARRIED UNANIMOUSLY

FIN- 4 Surplus Funds Policy

Brenda Christie spoke to the policy and recommended only document formatting changes.

915/14 Moved by Anthony Heinrich to accept the report for information.

CARRIED UNANIMOUSLY

FIN-6 Manufactured Home Tax Collection

Brenda Christie recommended eliminating this policy.

916/14 Moved by P. Vos to eliminate FIN-6 Policy.

CARRIED UNANIMOUSLY

FIN-7 Community Organization Funding

Brenda Christie spoke to the community organization funding policy and requested increasing the cap amounts for cultural events and capital related projects.

917/14 Moved by M. Thompson to table FIN- 7 Policy until August 19, 2014 and for Administration bring back a final draft with updated numbers including increasing cap of \$4000.00 to \$10,000.00 (cultural), \$30,000.00 to \$50,000.00 (capital), and include a percentage of project coverage.

CARRIED UNANIMOUSLY

918/14 Moved by A. Heinrich to direct Administration to prepare a spreadsheet summarizing the past five years capital and operational donations to community groups, both monetary and in-kind values.

CARRIED UNANIMOUSLY

FIN-8 County Credit Card Policy

Brenda Christie requested adding the Director of Planning & Development and Councillors at \$5,000.00 limit each.

919/14 Moved by A. Heinrich to accept the policy with the changes presented.

CARRIED UNANIMOUSLY

FIN-9 Tangible Capital Assets

Brenda Christie reported no changes to the FIN-9 Tangible Capital Assets Policy.

920/14 Moved by P. Vos to receive the report for information.

CARRIED UNANIMOUSLY

FIN- 10 – Light Vehicle Purchase Policy

Brenda Christie spoke to the FIN-10 policy and commented that it may be eliminated after the new FIN-2 Purchasing Policy is created.

921/14 Moved by S. Mahan to receive the report for information.

CARRIED UNANIMOUSLY

FIN – 11 Charitable Donations and Solicitations

Rick Ennis spoke to the FIN-11 Policy.

922/14 Moved by P. Vos to table FIN-11 until October 2014 and to direct Administration to prepare a spread sheet for Council's review for FIN – 11 for in-kind donations to compare what has been donated in the past.

CARRIED UNANIMOUSLY

FIN-12 Signing Authorization Policy

Brenda Christie requested adding the Director of Planning & Development to the policy.

923/14 Moved by M. Thompson to accept policy with changes as presented

CARRIED UNANIMOUSLY

FIN-13 Council Electronic Devices

Brenda Christie presented the policy and recommended it be revised to reflect the new four-year term.

924/14 Moved by A. Heinrich to accept policy with changes as presented.

CARRIED UNANIMOUSLY

R. Moir called for a break at 11:45 am and the meeting resumed at 11:48 am.

**IN PRIVATE
SESSION**

In Private Session

925/14 Moved by A. Heinrich that the Council Policy Review Meeting of July 28, 2014 proceed into 'in private' at 11:49 am for the purpose of discussing:

- a) Council and CAO Alignment Training/Labour Relations
- b) Land Use Bylaw consistency and continuity in implementation

CARRIED UNANIMOUSLY

926/14 Moved by S. Mahan that the Council Policy Review Meeting of July 28, 2014 come out of 'in private' at 12:18 pm.

CARRIED UNANIMOUSLY

927/14 Moved by S. Mahan to approve the Council/CAO training retreat up to estimated value of \$20,000.00 from unrestricted surplus.

CARRIED UNANIMOUSLY

ADJOURNMENT

928/14 Moved by M. Thompson that the Council Policy Review Meeting of July 28, 2014 adjourn at 12:20 pm.

CARRIED UNANIMOUSLY



Reeve



Chief Administrative Officer