

**MINUTES OF THE QUARTERLY REPORT COUNCIL MEETING OF BRAZEAU COUNTY, HELD  
IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS IN BRAZEAU  
COUNTY ON THURSDAY, 2017 05 11**

**CALL TO  
ORDER**

Reeve B. Guyon called the meeting to order at 9:00 a.m.

**PRESENT**

B. Guyon, Reeve  
S. Mahan, Councillor  
R. Moir, Councillor  
M. Thompson, Councillor  
M. Gressler, Councillor  
A. Heinrich, Councillor  
T. Kwirant, Executive Assistant  
M. Reimer, Administrative Assistant

M. Verhaeghe, Director of Planning & Development  
B. Christie, Director of Corporate Services  
M. Klassen, Safety Coordinator  
S. Allen, Agricultural Fieldman  
L. Chambers, Director of Community Services/Acting CAO  
W. Compton, Communications Manager  
B. Sakalley, Project Manager  
Z. Khokhar, Project Manager  
W. Rossouw, Director of Public Works & Infrastructure  
T. Thomson, Fire Chief  
B. Molcak, IT Manager

**ABSENT**

K. Westerlund, Councillor

**ADDITION TO  
AND ADOPTION  
OF AGENDA**

**Addition to and Adoption of Agenda**

**0519/17** Moved by R. Moir to approve the agenda as amended:

1. a) In-private – legal matters

**CARRIED UNANIMOUSLY**

**0520/17** Moved by M. Thompson that the Quarterly Report Meeting of  
May 11, 2017 go 'in-private' at 9:05 a.m. to discuss legal matters.

**CARRIED UNANIMOUSLY**

**0521/17** Moved by M. Thompson that the Quarterly Report Meeting of  
May 11, 2017 come out of 'in-private' at 9:22 a.m.

**CARRIED UNANIMOUSLY**



**0522/17** Moved by S. Mahan to add items under 'in-private": personnel, issues brought forward by the CAO in-private, Acting CAO and legal expenses, to the agenda.

**CARRIED UNANIMOUSLY**

**0523/17** Moved by R. Moir to add item 2. k) Gravel Discussion to the agenda.

**CARRIED UNANIMOUSLY**

## **HEALTH & SAFETY**

### **Health & Safety**

M. Klassen, Health & Safety Coordinator reviewed:

- Certificate of Recognition - Internal Audit
- Staff Safety Training
- Risk Management
- Emergency Management Training
- Emergency Management Regional Plan

M. Klassen left the meeting at 9:30 a.m.

## **FIRE SERVICES**

### **Fire Services**

T. Thompson, Fire Chief reviewed:

- Standard Operating Guideline Manual
- Emergency Services Building (Site Analysis Phase)
- Fire Service Bylaw and Contract Review with Village of Breton
- Retirement Package for Fire Department
- Mutual Aid Agreements
- Emergency Training Centre

## **COMMUNITY SERVICES**

### **Community Services**

L. Chambers, Director of Community Services presented reports on:

#### **COMMUNITY SERVICES**

- Recreation Cost Sharing Agreement
- Community Peace Officer Agreement
- Community Resource Officer Program - Drayton Valley
- Community Resource Officer Program - Breton
- Brazeau Sports Park - Lease Agreement
- Lindale Outdoor Skating Rink
- Funnell Hall Renovations
- Lodgepole Hall Renovations
- Lindale Hall Renovations
- Country Style Playground
- Net Zero Pool Study

B. Christie and M. Verhaeghe left the meeting at 9:40 a.m.

B. Christie and M. Verhaeghe rejoined the meeting at 9:42 a.m.

S. Allen, Agricultural Fieldman presented reports on:

**AGRICULTURAL, PARKS AND RECREATION**

- Hawkweed Spraying
- *The Seed* Agricultural Division Newsletter
- Fence Line Program
- ASB Grant Report
- Summer Programs
- Workshops
- Weed Inspection Contracts
- Herbicide Rebate Program
- Agriplex
- Cynthia Solar Aquatic Planting
- Poplar Ridge Food Forest Planting
- Hemp Trials

L. Chambers, Director of Community Services presented reports on:

- Lodgepole Cemetery
- Cemetery Bylaw
- Campground Contracts
- Berrymoor Day Use and Boat Launch
- Violet Grove Playground

W. Compton, Communications Manager presented reports on:

**ECONOMIC DEVELOPMENT AND COMMUNICATIONS**

- Business Retention
- Business Attraction
- Strategic Partnerships

**COMMUNICATIONS PLAN**

- Newsletter/Annual Report
- Press Releases and Council Communications

K. Westerlund joined the meeting at 10:10 a.m.

Reeve B. Guyon called for a break at 10:10 a.m. and the meeting resumed at 10:17 a.m.

**0524/17** Moved by M. Thompson to add 2 l) meeting dates, to the agenda.  
**CARRIED UNANIMOUSLY**

## **PUBLIC WORKS**

### **Public Works and Infrastructure**

W. Rossouw, Director of Public Works and Infrastructure presented reports on:

- In-house Road Program

B. Sakalley, Project Manager presented reports on:

- Capital Projects

W. Rossouw, Director of Public Works and Infrastructure presented reports on:

- Utilities
- Equipment, Machinery and Vehicles

B. Sakalley and Z. Khokhar left the meeting at 10:38 a.m.

B. Molcak left the meeting at 10:40 a.m.

N. Tank joined the meeting at 10:40 a.m.

## **PLANNING & DEVELOPMENT**

### **Planning and Development**

M. Verhaeghe, Director of Planning and Development presented reports on:

- Municipal Development Plan Review
- Inter-Municipal Development Plan Review
- Areas Structure Plan and Inter-municipal Development Plan
- Off-Site Levy Bylaw
- Oil and Gas Leases Review
- Development Permit Process Review and Training
- Planning and Development Education Materials
- Alternative Land Use Program
- Department Activity

**0525/17** Moved by S. Mahan to direct Planning and Development to bring the number of permits that are waiting to be processed to the May 16, 2017 regular council meeting.

**CARRIED UNANIMOUSLY**

## **CORPORATE SERVICES**

### **Corporate Services**

B. Christie, Director of Corporate Services presented reports on:

- 2017 Municipal Election
- 2017 Tax and Assessment
- Purchasing Policy
- Web-based Mapping
- 2017 Budget Summary Report with Posted Actuals



- 2017 Operating Variance Report with Comments
- 2017 Capital Project Status as of April 13, 2017
- Investment Summary as of March 31, 2017
- Statement of Financial Position as of March 31, 2017

Murlen Jones joined the meeting at 11:12 a.m.

**0526/17** Moved by R. Moir to receive the all the directors' quarterly reports for information.

**CARRIED UNANIMOUSLY**

N. Tank left the meeting at 11:14 a.m.

## **GRAVEL DISCUSSION**

**0527/17** Moved by M. Thompson that we allow Murlen Jones to come forward to speak regarding the gravel issue.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 11:16 a.m. and the meeting resumed at 11:22 a.m.

B. Molcak, B. Sakalley and B. Misener joined the meeting at 11:22 a.m.

M. Jones, on behalf of Indus Homes, submitted a copy of an email from Parks Division, Alberta Environment and Parks dated May 11, 2017 relating to his pit operations and spoke regarding the required road use agreement, the on-site meeting with County staff, his lack of knowledge and responsibility of zoning regulations, permission to utilization of lease roads, and his challenges with dealing with the provincial government.

M. Jones left the meeting at 12:31 p.m.

**0528/17** Moved by M. Thompson to add legal, gravel pits, to the in-private session  
**CARRIED UNANIMOUSLY**

## **MEETING DATES**

### **Potential Cancellation of June 6, 2017 Regular Council Meeting**

**0529/17** Moved by M. Gressler to table the discussion on June 6, 2017 meeting until after lunch.

**CARRIED UNANIMOUSLY**



**0530/17** Moved by M. Gressler to recess for lunch until 1:05 p.m.  
**CARRIED UNANIMOUSLY**

Reeve B. Guyon called the meeting to order at 1:05 p.m.

**PRESENT**

B. Guyon, Reeve  
S. Mahan, Councillor  
R. Moir, Councillor  
M. Thompson, Councillor  
M. Gressler, Councillor  
A. Heinrich, Councillor  
K. Westerlund, Councillor  
T. Kwirant, Executive Assistant  
M. Reimer, Administrative Assistant

M. Verhaeghe, Director of Planning & Development  
B. Christie, Director of Corporate Services  
L. Chambers, Director of Community Services/Acting CAO

**MEETING DATES**

**0531/17** Moved by K. Westerlund to bring back meeting dates on the agenda.  
**CARRIED UNANIMOUSLY**

W. Rossouw joined the meeting at 1:07 p.m.

**0532/17** Moved by M. Gressler to move the June 6 meeting to May 31, 2017.

**0533/17** Moved by A. Heinrich to grant M. Gressler approval to remove his motion.  
**CARRIED UNANIMOUSLY**

M. Verhaeghe left the meeting at 1:15 p.m.

**0534/17** Moved by R. Moir to table meeting dates discussion until after the 'in-private' session.  
**CARRIED UNANIMOUSLY**

**IN-PRIVATE SESSION**

**0534/17** Moved by K. Westerlund that the Quarterly Report Council Meeting proceed to 'in-private' at for the purpose of CAO/Council check-in discussion, personnel, CAO issues brought up in-private, Acting CAO and legal expenses, legal process regarding the gravel issues.  
**CARRIED UNANIMOUSLY**



A. Heinrich removed himself from the in-private discussion regard CAO issues brought up in-private, and legal expenses May 4, 2017 at 1:46 p.m. and asked to be returned to the in-private session for any other issues.

A. Heinrich returned to the in-private session at 1:53 p.m.

L. Chambers left the 'in-private' session at 2:00 p.m.

**0535/17** Moved by K. Westerlund that the Quarterly Report Council Meeting of May 11, 2017 come out of 'in-private' at 2:21 p.m.

**CARRIED UNANIMOUSLY**

Reeve called for a break at 2:22 p.m. and the meeting resumed at 2:25 p.m.

**0536/17** Moved by S. Mahan to ratify the special meeting called on May 4, 2017.

**CARRIED UNANIMOUSLY**

A. Heinrich declared conflict of interest and left the meeting at 2:27 p.m. and left the meeting.

**0537/17** Moved by M. Gressler to approve expenditures on independent legal advice on CAO issues in-private funding to come from unrestricted surplus.

**CARRIED UNANIMOUSLY**

A. Heinrich returned to the meeting at 2:28 p.m.

**0538/17** Moved by K. Westerlund to approve expenditures on independent legal advice regarding personnel, funding from unrestricted surplus.

**CARRIED UNANIMOUSLY**

**0539/17** Moved by K. Westerlund to add \$45,000.00 to the Community Services budget for staffing with funding from unrestricted surplus.

**CARRIED UNANIMOUSLY**

**0540/17** Moved by M. Gressler to bring back to the table discussion from item 2. I) Meeting Dates.

**CARRIED UNANIMOUSLY**

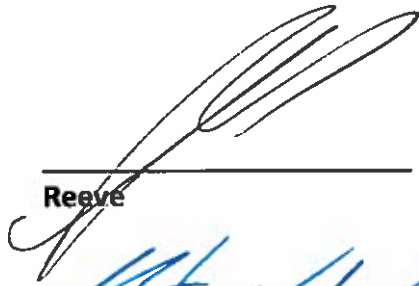


**ADJOURNMENT**

**0541/17**

Moved by K. Westerlund that the Quarterly Report Council Meeting of  
May 11, 2017 adjourn at 2:32 p.m.

**CARRIED UNANIMOUSLY**



Reeve



Acting Chief Administrative Officer