Council General Meeting
MINUTES
Tuesday, February 26, 2019, 10:30 AM
Council Chambers
County Administration Building

Present
Reeve Terry Van de Kraats
Councillor Josh Bishop
Councillor Bill Krahn
Councillor Dale Woitt
Councillor Ken Adair
Councillor Kathy Rooyakkers
Councillor Lyle Seely

Staff Present
Jeff Chipley, Assistant Chief Administrative Officer
Eric Hofbauer, Director of Finance
Geoff Lynch, Director of Leisure & Community Services
Mike Zajac, Director of Emergency Services
Naomi Finseth, Municipal Intern
Carmen Reimer, Recording Secretary

1. CALL TO ORDER
The Council General Meeting for the County of Wetaskiwin No. 10 was called to order by Reeve T. Van de Kraats in the Council Chambers of the County of Wetaskiwin Administration Office, commencing at 10:31 a.m. on Tuesday, February 26, 2019.

2. APPROVAL OF AGENDA
Resolution CG20190226.001
MOVED: by Councillor L. Seely
to approve the agenda for the Council General Meeting, Tuesday, January 29th, 2019 as presented.

Carried Unanimously

3. MINUTES APPROVAL
3.1 Council General Minutes, January 29, 2019
Resolution CG20190226.002
MOVED: by Councillor K. Rooyakkers
to approve the minutes for the Council General meeting held Tuesday, January 29, 2019 amended as follows:
Under:
12.3 Efficiency Audit Update - Report
• Resolution CG20190129.0119 the recorded votes are mixed up. In favour should be opposed and opposed should be in favour.

Carried Unanimously

3.2 Council General Minutes, February 11, 2019
Discussion ensued that the February 11, 2019 Council General Meeting Minutes.
Resolution CG20190226.003
MOVED: by Councillor J. Bishop
that the minutes of the Council General Meeting held on February 11, 2019 be tabled for correction, as under Section 11.3, Amendments to Employee Attendance at Conferences or Meetings Policy #12.1.12 - Report, the order appears to be inaccurate.
6. **DELEGATION - 9:30 A.M. - Eric Hofbauer, Director of Finance**

6.1 **Bank Reconciliation - December 2018**

Each month the Bank Reconciliation is prepared and balanced to the General Ledger. The Bank Reconciliation reviews the County's financial position in the following areas: General Account, Tax Sales Surplus Account, Community Reserves, Camping Fees (ATB Financial), Bank Receipts, Bank Payments and Investments.

Mr. Hofbauer reviewed in detail the Bank Reconciliation for the month of December 2018 with a recommendation for Council to approve the report as presented.

**Resolution CG20190226.004**

MOVED: by Councillor K. Rooyakkers that Council approve the Bank Reconciliation for the month of December 2018 as presented.

Carried Unanimously

Mr. Hofbauer left the meeting at 10:36 a.m.

7. **DELEGATION - 10:00 A.M. - Geoff Lynch, Director of Leisure & Community Services**

7.1 **Lakedell Ag. Society Public Survey**

On May 15, 2017, Council approved the 2017 Municipal Sustainability Initiative (MSI) Community Facility Funding allocation to the Lakedell Agricultural Society in the amount of $30,000.00 for the "Lakedell Agricultural Society Facility Audit and Feasibility Study" (Ref Resolution #CG20170515.1012.

The details of the project are summarized below:

"Lakedell Agricultural Society is looking at hiring a consultant to conduct a facility audit and feasibility study to assist with identifying the current state of Lakedell's infrastructure."

On December 5, 2018, Administration received correspondence from Tim Belec, the Chair of the Lakedell Agricultural Society Feasibility Steering Committee requesting to have Administration and Councilor Ken Adair participate in the process, it is estimated that there will be approximately 5 to 6 day time meetings with the committee and stakeholders. The facility audit and feasibility study will provide an assessment of the current state of the facilities and indicate potential infrastructure needs.

On December 18, 2018 Council approved unanimously to have Councilors K. Adair, K. Rooyakkers and L. Seely and G. Lynch, Director of Leisure & Community Services participating in the process. (Ref. Resolution #CG20181218.1010)

Currently the Lakedell Agricultural Society Feasibility Steering Committee and the consult from RC Strategies + PERC have drafted a Public Survey as part of the strategic planning exercise to better understand public and stakeholder preference and identify the benefits the society can and does provide to area resident. Administration provided the document for Council to review.

The steering committee is also requesting assistance from the County of Wetaskiwin in the delivery of the public survey once it has been endorsed by County of Wetaskiwin Council. The steering committee would like to request that the survey be produced and mailed out by the County of Wetaskiwin and that all associated costs would be charged back to RC Strategies + PERC.

The consultant is planning on delivering the survey's to the Recreation Zone 2 community March 4, 2019.

Currently the Leisure & Community Services Department does not have the resources to meet this request from the steering committee.

Options:
1. Accept the Lakedell Agricultural Society Feasibility Steering Committee Public Survey as information and provide Administration direction on the production and delivery of the Public Survey to residents in Recreation Zone 2.

2. Deny the Lakedell Agricultural Society Feasibility Steering Committee Public Survey and provide feedback to the Lakedell Agricultural Society Feasibility Steering Committee and provide Administration direction on the production and delivery of the Public Survey to residents in Recreation Zone 2.

Administration recommended that Council accepts the Lakedell Agricultural Society Feasibility Steering Committee Public Survey as information and provide Administration direction on the production and delivery of the Public Survey to residents in Recreation Zone 2.

General discussion ensued on the Lakedell Agricultural Society Feasibility Steering Committee Public Survey regarding the relevancy, tone, wording and the overall need of the Survey. Council noted that some of the questions should be deleted or changed and that overall, the questions in the Survey are not the questions that Lakedell Agricultural Society requires. Discussion ensued that the Survey is currently written from an urban perspective and should be revised towards a rural perspective.

Resolution CG20190226.005
MOVED: by Councillor K. Rooyakkers

that Council approve that the Lakedell Agricultural Society Feasibility Steering Community Public Survey be returned to the Lakedell Agricultural Society for further revisions towards a more rural focused Survey and that the Survey be presented to Council once the revisions have been completed.

Carried Unanimously

7.2 Parks Firewood Contract Extension - Report

On February 11, 2019 Council carried unanimously to table awarding the extension of the wood contract to Saws & Ladders to the February 26, 2019 Council General meeting pending confirmation that the contractor is in conformance with zoning compliance as per the Land Use Bylaw 2017/48. (Ref Resolution #CG20190211.015)

Administration has investigated the request from Council and can confirm that Saws & Ladders is currently compliant as per the Land Use Bylaw 2017/48.

As this is the last year of the signed agreement between the wood contractor Saws & Ladders and the County of Wetaskiwin, Administration would recommend that the County enter into a one year extension.

Administration received several positive comments regarding the wood quality supplied by Saw & Ladders.

Options for Council’s consideration:

1. approve the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of 200 cords of bagged fire wood for the 2020 camping season effective January 1, 2020 to December 31, 2020.

2. deny the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of 200 cords of bagged fire wood for the 2020 camping season effective January 1, 2020 to December 31, 2020.

Administration recommended that Council approve the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of 200 cords of bagged fire wood for the 2020 camping season effective January 1, 2020 to December 31, 2020.

Council requested clarification in regard to the details of the current contract and the comparison to the proposed contract.

Resolution CG20190226.006
MOVED: by Councillor K. Rooyakkers
Council General Meeting, February 26, 2019

that Council table the approval of the Parks Firewood Contract Extension to allow Administration an opportunity to provide a revised version of the Contract with amendments as discussed to a future Council General meeting.

Carried Unanimously

Mr. Lynch left the meeting at 11:03 a.m.

8. **DELEGATION - 10:30 A.M. - Mike Zajac, Director of Emergency Services**

8.1 **2019 Fire Guardians Update - Report**

By-law 2016/44, Section 9.1, provides for Council to appoint Fire Guardians. The fire permit season historically begins April 1 of the current year. At the August 18, 2015 Council General Meeting, it was moved to approve the County of Wetaskiwin's annual fire season to mirror Environment and Sustainable Resource Development's (ESRD) which is March 1st to October 31st each year (Resolution No. CG20150818.1020).

The annual Fire Guardian orientation was held Friday February 22, 2019 from 10:00 a.m. - 12:00 p.m. with lunch provided in the Council Chambers.

At the February 11, 2019 Council General Meeting, Council approved the Fire Guardians for 2019. There has been a change in Division 3 and 4. In Division 3, Ken Cherniak is to be added as a Fire Guardian. In Division 4, Keith Johnson is to be removed as a Fire Guardian.

Administration recommended that Council approve the updates to the Fire Guardian Listing for 2019 by adding Ken Cherniak in Division 3 and removing Keith Johnson in Division 4.

Resolution CG20190226.007

MOVED: by Councillor L. Seely

that Council approve the updates to the Fire Guardian Listing for 2019 by adding Ken Cherniak in Division 3 and removing Keith Johnson in Division 4.

Carried Unanimously

8.2 **Rescind Policy 23.1.1 Payment for Unpaid Fire Protection Charges (Previously 2301) - Report**

In 2004 the Payment for Unpaid Fire Protection Charges to the Fire Contractor/Department Policy #23.1.1 of the County of Wetaskiwin was created. Policy #23.1.1 is a policy which establishes a standard for payment of unpaid Fire Protection Charges to the Fire Contractor or Fire Department.

During the recent Policy review and the updates to the Fire Services Bylaw 2019/08, it was discovered this policy is now a duplicate of the information in the Fire Services Bylaw and is no longer required.

Administration recommended that Council approve that the Payment for Unpaid Fire Protection Charges to the Fire Contractor/Department Policy #23.1.1 be rescinded due to duplication of the information in the Fire Services Bylaw 2019/08.

Resolution CG20190226.008

MOVED: by Councillor J. Bishop

that Council table the discussion on 8.2 Rescind Policy 23.1.1 Payment of Unpaid Fire Protection Charges (Previously 2301) - Report to after 8.4 titled Outstanding Fire Charges - Wetaskiwin Rural Fire Department - Report.

Carried Unanimously

8.3 **Outstanding Fire Charges – Buck Lake/Alder Flats Fire Department - Report**

On May 11, 2017, the Buck Lake/Alder Flats Fire Department was dispatched to 461041 RR 73 (NW 10-46-7-W5M - Tax Roll# 481101) to extinguish a pasture fire.
The fire invoice totaling $3,200.00 was sent by regular mail to the landowner on August 8, 2017 to which no response was received. Another copy of the invoice was mailed regular mail on October 7, 2017 with a letter. The Accounts Manager position changed during this time and so another letter was sent on December 15, 2017. On January 18, 2018 a registered letter was mailed stating a deadline of February 6, 2018 to pay the outstanding invoice or Civil Claim action would be taken. Administration has documentation that the registered letter was received but again, no response. Civil Claim was filed February 13, 2018 and documentation was sent registered mail on February 13, 2018. Administration has documentation that the registered letter was received but again, no response. A Request for Noting in Default was filed March 21, 2018 and the Certificate of Judgment was received from the Court House on February 7, 2019. Administration filed the Certificate of Judgment on February 19, 2019 at the Court House.

Now that the County of Wetaskiwin has the Certificate of Judgment in favour of the Plaintiff(s), which is the County, Administration recommends adding the outstanding amount to the tax roll.

Municipal Government Act Section 553 - Adding Amounts owing to tax roll, Section (1)(g) states:

"533(1) - a council may add the following amounts to the tax roll of a parcel of land:

(g) - If the municipality has passed a bylaw making the owner of a parcel liable for expenses and costs related to the municipality extinguishing fires on the parcel unpaid costs and expenses for extinguishing fires on the parcel."

Administration recommended that Council approve the addition of $3,300.00 (fire invoice and filing fee) to tax roll# 481101 for outstanding fire charges to property described as 461041 RR 73 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).

Resolution CG20190226.009

MOVED: by Councillor L. Seely

that Council approve the addition of $3,300.00 (fire invoice and filing fee) to tax roll# 481101 for outstanding fire charges to property described as 461041 RR 73 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).

Carried Unanimously

8.4 Outstanding Fire Charges – Wetaskiwin Rural Fire Department - Report

On April 27, 2017, the Wetaskiwin Rural Fire Department was dispatched to TWP 460 & RR 261 to assist with a motor vehicle collision.

The fire invoice totaling $2,000.00 was sent by regular mail to the owner of the vehicle involved on September 6, 2017 to which no response was received. The Accounts Manager position changed during this time and so another letter was sent on December 15, 2017. On January 24, 2018 a registered letter was mailed stating a deadline of February 6, 2018 to pay the outstanding invoice or Civil Claim action would be taken. Administration has documentation that the registered letter was received but no response was received. Civil Claim was filed February 13, 2018 and documentation was sent registered mail on February 13, 2018. Administration has documentation that the registered letter was received but again, no response. A Request for Noting in Default was filed March 21, 2018 and the Certificate of Judgement was received from the Court House on February 7, 2019. Administration filed the Certificate of Judgement on February 19, 2019 at the Court House.

Now that the County of Wetaskiwin has the Certificate of Judgment in favour of the Plaintiff(s), which is the County, Administration recommends adding the outstanding amount to the tax roll.

Municipal Government Act Section 553 - Adding Amounts owing to tax roll, Section (1)(g) states:

"533(1) - a council may add the following amounts to the tax roll of a parcel of land:
If the municipality has passed a bylaw making the owner of a parcel liable for expenses and costs related to the municipality extinguishing fires on the parcel unpaid costs and expenses for extinguishing fires on the parcel."

Administration recommended that Council approve the addition of $2,100.00 (fire invoice and filing fee) to tax roll# 181801 for outstanding fire charges at TWP 460 & RR 261 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).

It was noted should there be a fire charge that is added to the taxes, the fire must have been on the property.

Resolution CG20190226.010
MOVED: by Councillor J. Bishop

that Administration is to use other means as necessary to collect the outstanding fire invoice and the filing fee for the motor vehicle collision instead of transferring the amount to taxes.

Carried Unanimously

8.5 Rescind Policy 23.1.1 Payment for Unpaid Fire Protection Charges (Previously 2301) - Report

Discussion continued regarding Rescinding Policy 23.1.1 Payment of Unpaid Fire Protection Charges (Previously 2301) - Report.

Resolution CG20190226.011
MOVED: by Councillor J. Bishop

that Council approve that the Payment for Unpaid Fire Protection Charges Policy #23.1.1 be revised to include the collections process, and be brought back to a future Council meeting.

Carried Unanimously

9. UNFINISHED BUSINESS

9.1 Summer Village Crystal Springs Request to Withdraw Letter to Alberta Municipal Affairs Regarding Alberta Community Partnership -Report

At the Council General meeting held February 11, 2019, Council discussed an email received from the Summer Village of Crystal Springs regarding Alberta Municipal Affairs grant approval under the Alberta Community Partnership (ACP) program whereas the Summer Village received $200,000.00. The grant was to allow the Summer Village to continue with work completed by the In-Lake Technical Committee a sub-committee of the Alliance of Pigeon Lake Municipalities (APLM).

Council at that time resolved to send a letter to Municipal Affairs expressing concerns that the County of Wetaskiwin’s name was being referenced in the Summer Village’s ACP grant application without proper consultation and County approval (Ref. Resolution CG20190211.030).

The letter was sent to the Crystal Springs and on February 19, 2019, an email was received from Ian Rawlinson, Summer Village of Crystal Springs stating:

"I realize the final grant will need resolutions from any municipalities that want to participate. That will not be asked for until we have some consensus at the APLM as to what the next steps may be. This weeks’ meeting will be simply a presentation on phase 2 and I will not be asking for any resolutions at that time.

I am not sure however you have addressed my concern. The letter to MA indicates that we in some way ‘did something wrong’ and has brought into question the integrity of the application. That is my concern. Clearly you can see that we did not indicate that the other municipalities passed resolutions and as I mentioned in my previous email I feel we have been lumped in with the Grandview’s grant and how that application was put together. That simply is not the case.
I also am concerned that a letter went to MA and to every other municipality around Pigeon Lake without you reading the grant. This to me seems very premature and inappropriate. Our council when we took over was under a municipal inspection and worked for over a year to ensure we do things right in the eyes of the ministry. In this instance we did nothing wrong and yet your letter points to CS inaccurately.

I fully realize Kathy will be a major part of the discussions at the APLM table and we will be arriving at next steps together.

I respectfully ask that a letter of retraction come from yourself and is sent to the Ministry and all the villages and counties it was cc’d to.

Regards
Ian”

The County responded with:

“When we have more information regarding both projects after the meeting, I will present your request to Council regarding a retraction of their letter.

As I read the application, all partners are part of the grant request, even though you didn’t check the box saying you had resolutions. Based on my conversations with Municipal Affairs, the ACP grant has to have a partnership and resolutions before it will be released”

On February 19, 2019, Mr. Ian Rawlinson, Summer Village of Crystal Springs then requested:

"Just so you are aware and you can communicate accurately back to council, the naming of the municipalities included in the introduction was done at the request of MA to define the APLM membership, not to state support or partnership. The specific request was to name members of the APLM but NOT check them as active partners. That is exactly what we did and was checked with MA prior to final submission.

Some Municipalities have already passed resolutions in support and expressed partnership.

Thank you for taking my request back to your council, I look forward to your reply.

Regards
Ian”.

On February 20, 2019, Councillor Rooyakkers attended a meeting of the APLM where both the Grandview and Crystal Springs ACP grant applications were discussed.

Options for Council’s consideration:

1. Accept Mr. Ian Rawlinson’s request for a retraction of the letter sent to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval of $200,000 as information and advise Alberta Municipal Affairs that the County of Wetaskiwin does not support the grant application.

2. Approve Mr. Ian Rawlinson’s request and send a retraction of the letter the County of Wetaskiwin sent dated February 13th, 2019 to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval and support the application for funding.

Administration recommended that Council accept Mr. Ian Rawlinson’s request for a retraction of the letter sent to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval of $200,000 as information and advise Alberta Municipal Affairs that the County of Wetaskiwin does not support the grant application.

Resolution CG20190226.012
MOVED: by Councillor K. Adair

that Council accept Mr. Ian Rawlinson’s request for a retraction of the letter sent to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval of $200,000 as information and advise
Alberta Municipal Affairs that the County of Wetaskiwin does not support the grant application.

Carried Unanimously

9.2 Summer Village Grandview Request for Support to Approve Alberta Community Partnership Grant - Report

At the Council General meeting held February 11, 2019, Council discussed the approval of the Alberta Community Partnership (ACP) grant approval for the Summer Village of Grandview. At that time Council approved to accept the Alberta Municipal Affairs notice that the Summer Village of Grandview has been approved for a grant of $185,000.00 under the International Collaboration component in support of the Pigeon Lake Watershed Management Plan project. (Ref. Resolution CG20190211.027)

Council at that time resolved to send a letter to Municipal Affairs expressing concerns that the County of Wetaskiwin’s name was being referenced in the Summer Village’s ACP grant application without proper consultation and County approval (Ref Resolution CG20190211.030).

On February 20, 2019, the Alliance of Pigeon Lake Municipalities held a meeting at Leduc County office. At that time, it was resolved that the County of Wetaskiwin support the approved ACP Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

Options for Council’s consideration:

1. that Council approve the Summer Village of Grandview Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

2. that Council deny the Summer Village of Grandview support for the approved Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

Administration recommended that Council approve the Summer Village of Grandview Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

Resolution CG20190226.013
MOVED: by Councillor J. Bishop

that Council approve the Summer Village of Grandview Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan and that administration send a supporting letter.

Carried Unanimously

10. NEW BUSINESS

10.1 Amendments to Association Fees Policy #12.1.13 - Report

The Association Fees Policy #12.1.13 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 1999, with the most current amended in 2013 by Call2Order Resolution PW20131008.1008.

There were several minor changes made to this Policy to bring current to today’s naming conventions and procedures. However, the most significant being as follows:

- Addition of new Section 2.5 Accountant – CPA Alberta & Government Finance Officer’s Association.
- Addition of new Section 2.8 Tax Clerk – Alberta Assessor’s Association.
• Addition of new Section 2.11 Planning & Development Technologist – The Association of Science & Engineering Technology Professionals of Alberta (ASET)
• Addition of Section 2.22 Bylaw Enforcement Officer – Alberta Municipal Enforcement Association.
• Removed 2.23 from County Associate/Membership Fees – Canadian Taxpayers Federation.

Policy Statement:
The Council of the County of Wetaskiwin recognizes the importance of employees attending to Associations, and accepts responsibility for payment of the applicable Association fees.

This Policy has been approved by Directors (eScribe Resolution #DM20190123.006) and is provided to Council for review.

Administration recommended that Council review the Association Fees Policy #12.1.13 and approve as presented or amended.

Resolution CG20190129.014
MOVED: by Councillor J. Bishop
that Council approve the Association Fees Policy #12.1.13 as presented.

Carried Unanimously

10.2 Amendments to Arrangements for Employees and Councillors Policy #12.1.16 - Report
The Arrangements for Employees & Councillors Policy #12.1.16 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 2003, with the most current amended in 2011 by Resolution CG20110712.1004. There was one addition made to the Policy as follows:

1. Section 3, the addition of grandparent-in-law. The statement now reads: For bereavement purposes, a floral arrangement (or a donation to a chosen charitable organization) will be provided for an employee's immediate family, that is, current spouse, common law spouse, parent, mother-in-law, father-in-law, grandparent, grandparent-in-law, grandchild, child, brother, sister, brother-in-law, sister-in-law and any relative who has been residing in the employee's household.

Policy Statement:
The County of Wetaskiwin recognizes the value of its human resources and strives to foster a positive work environment. The County of Wetaskiwin therefore, wishes to establish a standard for the provision of arrangements and card (or donation to a chosen charitable organization) to employees and Councillors who are hospitalized, on maternity or bereavement leave.

This Policy was approved by Directors (eScribe Resolution #DM20190123.007) and is provided to Council for review.

Administration recommended that Council review the Arrangements for Employees & Councillors Policy #12.1.16 and approve as presented or amended.

Resolution CG20190129.015
MOVED: by Councillor D. Woitt
that Council approve the Arrangements for Employee & Councillors Policy #12.1.16 as presented.

Carried Unanimously

10.3 Amendments to Internal Trade Agreements Policy #12.4.2 - Report
The Internal Trade Agreements #12.4.2 was reviewed and amended to make the Policy current in content and formatting, this Policy was created June 1999. There were several changes made to this Policy, the most significant being:
• Amendment to section 1.1. - The Council of the County of Wetaskiwin recognize the requirement to comply with the Agreement on Internal Trade and subsequent Annexes, ratified on July 18, 1994 Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, all tenders for goods and services in excess of $100,000 and all construction tenders over $250,000 or greater for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Agreement on Internal Trade Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.

• Replacement of Agreement for Internal Trades with Canadian Free Trade agreement in Sections 2.1.7 and 2.3.

Policy Statement now reads:

1. The Council of the County of Wetaskiwin recognizes the requirement to comply with the Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, $25,000 or greater for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.

2. This policy was approved by Directors (eScribe Resolution #DM20190123.009) and is provided to Council for review.

Administration recommended that Council review the Internal Trade Agreements #12.4.2 and approve as presented or amended.

Resolution CG20190129.016
MOVED: by Councillor L. Seely

that Council approve the Internal Trade Agreements #12.4.2 Policy as presented.

Carried Unanimously

10.4 Amendments to Fire Services Level of Service Policy #23.1.3 (Previously #2303) - Report

In 2012, the Fire Services Level of Service Policy #23.1.3 of the County of Wetaskiwin was created. Policy #23.1.3 is a Policy to identify the emergency services that the County of Wetaskiwin Fire Services is authorized to provide and to identify the level of standard to which each service will be performed.

During the recent policy review and the update to the fire billing procedures, it was discovered this Policy required some amendments. The amendment includes removing the information regarding fire protection charges exceeding $10,000.00. Other amendments are noted below in strike through.

PURPOSE
To identify the emergency services that County of Wetaskiwin No. 10 Fire Services is authorized to provide and to identify the level or standard to which each service will be performed.

POLICY STATEMENT

County of Wetaskiwin No. 10 Fire Services will deliver limited essential public services through dedicated volunteer fire fighters who are adequately trained and equipped to respond to emergency incidents to standards of a reasonable volunteer fire department serving rural areas, subject to available resources. In identifying the emergency services and service levels below, Council has attempted to balance the needs of the public, the safety of its volunteer firefighters and the protection of life, property and the environment within the context of competing interests for scarce resources.
Council General Meeting, February 26, 2019

County of Wetaskiwin No. 10 Fire Services is authorized to provide emergency services within the County’s municipal boundaries, as listed in Appendix A.

County of Wetaskiwin No. 10 Fire Services is authorized to provide emergency services, as listed in Appendix A, outside of the County’s municipal boundaries, in accordance with Council approved mutual aid agreements.

The County may charge fees for providing fire protection services on a parcel of land in accordance with Fire Services Bylaw No. 2016/44 and the Municipal Government Act. If fire protection charges to be levied against a person for responding to an incident within the County exceed $10,000.00 the County may waive any charges in excess of $10,000 provided that the person to whom charges are to be levied:

a) has complied with Fire Services Bylaw No. 2016/44;

b) has complied with all terms and conditions of any fire permit issued, if applicable; and

c) was not otherwise negligent in causing or contributing to the fire.

A person may apply in writing to Council for extenuating circumstances.

LEGISLATION

This Policy is required to meet the intent of the Alberta Occupational Health and Safety Code and the Alberta Code of Practice for Firefighters.

This Policy is subject to Fire Services Bylaw No. 2016/44 and any specific provisions of the Municipal Government Act or other relevant legislation.

RESPONSIBILITIES

Fire Administration will ensure that the services and service levels identified are adhered to and that volunteers providing services are competent.

Fire Administration will monitor the effectiveness of emergency services being provided, identify areas where the level of service may require amendment and will bring those recommendations back to Council for their review.

This Policy will be presented to Council for review periodically.

Administration recommended that Council approve the amendments to Fire Services Level of Service Policy #23.1.3 as presented or amended.

Resolution CG20190226.017

MOVED: by Councillor B. Krahn

that Council approve the amendments to Fire Services Level of Service Policy #23.1.3 with the addition of the following sentence remain in the Policy: "The County may charge fees for providing fire protection services on a parcel of land in accordance with Fire Service Bylaw."

Carried Unanimously

10.5 Protective Services Month End January 2019 - Reports

On a monthly basis, Administration provides Council with a reporting of the various developments and occurrences that have occurred within the Protective Services Department of the County of Wetaskiwin, in order to keep Council informed and apprised of the details surround enforcement, animal control, and community protection throughout the County of Wetaskiwin.

Mr. J. Chipley, Assistant CAO, presented the following Protective Services Reports that were provided for review by Council:

• Community Peace Officer Occurrence Report for January 2019
• Community Peace Officer Patrol Report for January 2019
• Animal Control Report January 2019
• Bylaw Enforcement Report January 2019

Some of the highlights of incidents that were dealt with by the Community Peace Officers (CPOs) of the County of Wetaskiwin in the month of January were as follows:
• A CPO responded to a single vehicle motor vehicle collision in Division 1. A vehicle had left the highway and narrowly missed the bridge rails, going airborne over the Pipestone Creek. The male driver suffered serious injuries in the event and was transported by ambulance. The male also underwent a blood draw for impairment and was found more than twice the legal limit. County CPOs responded to several other serious collisions throughout the County involving injury.

• CPOs conducted a seat belt compliance check on the Mink Ranch Road, just north of the Wetaskiwin City Limits. The check lasted about two (2) hours and highlights included two (2) marijuana charges that were laid within twenty (20) minutes. Additionally, a male youth, who was driving a mini-van with intoxicated pals on board, was charged for not having a licence, being unregistered, and uninsured. The van was impounded. One (1) child was found to be not properly secured. A male passenger was charged for not wearing his seat belt. Overall, this was a productive and effective check on a Saturday evening.

• CPO conducted a traffic stop in Division 2 on a vehicle for Traffic Safety Act offences. The vehicle was towing a trailer with a snowmobile, which was found to be a bait package and freshly stolen. CPO was unaware due to recent termination of radio contact with RCMP. RCMP arrived soon on scene, with the male and female both taken into custody without incident. Liquor, suspicious tools, and a prohibited firearm were located in the vehicle.

• County CPOs had three incidents involving motorists failing to stop for a Peace Officer while additional violations were being committed.

Administration recommended that Council accept the Protective Services Report for January 2019 as presented.

Resolution CG20190226.018
MOVED: by Councillor L. Seely
that Council accept the Protective Services Report for January 2019 as presented.

Carried Unanimously

10.6 Flagstaff County 2019 R.H. Hume Bonspiel - Report

In approximately 1960 R.H. Hume was the Mayor for the City of Camrose who was the founder of what has become known as the the R. Hume Bonspiel. The bonspiel evolved from the City of Camrose to the Counties of all surrounding municipalities of Camrose being Leduc, Wetaskiwin, Ponoka, Lacombe, Flagstaff, Beaver and Paint Earth and every year the event is hosted on a rotational basis and is a great opportunity to network with other Councils. Stettler County hosted the 2018 bonspiel.

On February 19, 2019 correspondence was received from Flagstaff County advising they are hosting the annual 2019 R.H. Hume Memorial Bonspiel on Monday, March 11, 2019 at the Sedgewick Curling Club beginning at 9:00 a.m. and are looking for participation. Flagstaff County is requesting a confirmation of the number of people attending (including curlers and non-curlers) by Friday, March 1, 2019.

The R.H. Hume event is an excellent opportunity to network with the municipalities involved.

Options for Council’s consideration:

1. approve the registration of a "County of Wetaskiwin Team" and advise which Council member are able to attend the 2019 annual R.H. Hume Bonspiel hosted by Flagstaff County held at the Sedgewick Curling Club on Monday, March 11, 2019 starting at 9:00 a.m. and that the team be registered prior to the Friday, March 1, 2019 deadline.

2. Accept Flagstaff County R.H. Hume Bonspiel as information.

Administration recommended that Council approve the registration of a "County of Wetaskiwin Team" and advise which Council member are able to attend the 2019 annual R.H. Hume Bonspiel hosted by Flagstaff County held at the Sedgewick Curling Club on Monday, March 11, 2019 starting at 9:00 a.m. and that the team be registered prior to the Friday, March 1, 2019 deadline.
Resolution CG20190226.019
MOVED: by Councillor L. Seely

that Council approve the registration of a “County of Wetaskiwin Team” and that Councillor L. Seely and those selected by the Assistant CAO attend the 2019 annual R.H. Hume Bonspiel hosted by Flagstaff County held at the Sedgewick Curling Club on Monday, March 11, 2019 starting at 9:00 a.m. and that the team be registered prior to the Friday, March 1, 2019 deadline.

Carried Unanimously

10.7 RMA Bulletin Upcoming Courses from the EOEP, February 13, 2019 (File#3052-01)-Report

A bulletin was received from the Rural Municipalities of Alberta (RMA) dated February 13, 2019 titled: Upcoming Courses from the EOEP.

The Elected Officials Education Program (EOEP) offers accessible and relevant courses to Alberta's elected officials from all municipalities.

Furthering education and being the best elected official for the municipality is RMA's mutual goal. RMA has several upcoming courses in March that RMA knows will be beneficial to Elected Officials as they navigate in their role in the world of municipal politics.

On March 18, 2019 in conjunction with the RMA convention at the Edmonton Convention Centre the following two courses will be offered:

- Community Development Through Citizen Engagement - Municipal councils are elected to make decisions on behalf of citizens. However, in order to govern effectively and make decisions that are in the best interest of the diverse communities within municipalities, councils must be willing to consider the community's perspectives and input when making decisions. The EOEP's Community Development through Citizen Engagement course will provide an overview of the various ways municipalities can engage with citizens, how public input can be integrated into decision-making, the dangers and limits of involving the public in municipal decisions, and the importance of engagement in supporting sustainable community development. This course costs $340.

- Land Use and Development Approvals - No matter the size or type of a municipality, all have one thing in common - land use planning and development responsibilities. The type of development and area of land will vary significantly among municipalities, but effective land use and development planning is critical to building strong and sustainable communities. The EOEP's Council's Role in Land Use and Development Approvals course will provide an opportunity for participants to understand what planning is and its role in municipal governance, how municipalities can work effectively within Alberta's planning hierarchy, and the process for land use and development approval processes, including subdivision, developments, and appeals and disputes. This course is full.

On March 26, 2019 in conjunction with AUMA's Municipal Leader's Caucus in at AUMA's office in Edmonton, the following course will be offered:

- Council's Role in Municipal Service Delivery - Municipalities are about delivering the services that support safe, healthy and prosperous communities, and council's role in this process is to decide what services are needed, what level they need to be delivered at, and what methods of delivery best fit the needs of the community. The EOEP's Council's Role in Service Delivery course will provide an overview of the various services and delivery mechanisms available to municipalities, the pros and cons of each, and how councils can make educated decisions related to service delivery. This course will be from 8:30 a.m. to 4:30 p.m. and will cost $340.

  - Module 1: Describe Service Delivery in the Municipal Context
    - After completing this module, participants will be able to:
      - Identify indirect and direct municipal services
      - Understand service delivery providers and the role of municipal government
      - Identify contextual changes and impacts to service delivery
Module 2: Identify Council’s and Staff’s Role in Service Delivery
After completing this module, participants will be able to:
• Identify Council’s Role in service delivery
• Understand the CAO’s and Staff’s role in service delivery

Module 3: Set Levels of Service
After completing this module, participants will be able to:
• Define levels of service and understand why setting clear levels of service is important
• Identify what defined service levels look like and how to set those levels

Module 4: Evaluate Possible Models for Service Delivery
After completing this module, participants will be able to:
• Identify and evaluate possible models for service delivery
• Evaluate service delivery models through developing an ICF

Module 5: Explain the Cost Components of Service Delivery and Identify Policy Objectives for Available Funding Tools
After completing this module, participants will be able to:
• Identify costs associated with service delivery

Module 6: Identify the Role of Council in Stewarding the Sustainability of Services
After completing this module, participants will be able to:
• Define service sustainability and financial resilience
• Manage risks to sustainable service sustainability
• Assess trade-offs between service, risk and cost in decisions

Module 7: Identify How to Monitor Service Delivery for Success
After completing this module, participants will be able to:
• Identify considerations, methods and ways of reporting and communicating service delivery

The RMA welcomes Elected Officials to attend any or all of these courses and look forward to seeing Elected Officials there. The deadline to register is March 1, 2019 at 5:00 p.m.

The EOEP also works with municipalities to co-host courses. If the County of Wetaskiwin is interested in hosting a course for the County of Wetaskiwin and other municipalities in the region, Administration is to contact the EOEP Registrar.

It was noted in the bulletin that RMA knows there are a number of new Councillors who would benefit from attending Munis 101 and RMA is interested in re-offering the course in 2019 in regions that need it most. The County of Wetaskiwin is to let RMA know if our region would benefit from Munis 101.

Administration recommended that Council advise who will be attending the EOEP courses.

Resolution CG20190226.020
MOVED: by Councillor L. Seely
that Council approve the registration of Councillor J. Bishop for the Land Use and Development Approval EOEP course on March 18, 2019 and should the course be full, that Administration request that Councillor Bishop be added to a cancellation list.

Carried Unanimously

10.8 RMA Bulletin – Wetland Education Network Annual Workshop (File# 3052-01)-Report
A bulletin was received from the Rural Municipalities of Alberta (RMA) dated February 6, 2019 titled: Wetland Education Network Annual Workshop.

The Wetland Education Network brings together individuals and organizations representing four sectors: agriculture, municipalities, the public and industry to consider how to advance wetland education, knowledge, and action in Alberta. The sector Action Groups have been working together for the past year to determine tools and resources to support wetland education in Alberta.
During the full day, individuals will come away with ideas, new knowledge and motivation to educate peers about wetlands in Alberta.

Registration is free and includes lunch. The workshop will take place on March 14, 2019 from 9:00 a.m. to 4:00 p.m. at the Nisku Recreation Centre. The Registration deadline is March 11, 2019.

Administration recommended that Council approve the registration of Councillors and advise which Council Members are able to attend the Wetland Education Network Annual Workshop being held at the Nisku Recreation Centre on March 14, 2019 from 9:00 a.m. to 4:00 p.m. and be registered prior to the March 11, 2019 deadline.

Resolution CG20190226.021
MOVED: by Councillor J. Bishop

that Council accept the Wetland Education Network Annual Workshop being held at the Nisku Recreation Centre on March 14, 2019 from 9:00 a.m. to 4:00 p.m. as information.  

Carried Unanimously

11. INFORMATION ITEMS

11.1 RMA Contact Bulletins for January 31-February 21, 2019 - Report

The following information items were provided for Council’s review:

1. RMA Circulars:
2. Contact Newsletters: January 31, 2019, February 7, 2019, February 14, 2019 and February 21, 2019
3. RMA Member Bulletins:
4. Comment on Broadband Fund Petition
5. Alberta Infrastructure Provides Update on Investing in Canada Infrastructure Program
6. Participate in an FCM Asset Management Webinar
7. RMA Releases Draft Strategic Direction
8. Deadline for Community Generation Capacity Building Program
9. Agricultural Plastics Recycling Pilot Program Updates
10. Consultation Open for Species to be Added or Reclassified in SARA
11. Resolution for the RMA Spring 2019 Convention Now Available
12. Spring 2019 Emergent Resolution Process Reminder
13. Government of Canada Launches Rural and Northern Immigration Pilot
14. Agricultural Plastics Recycling Group Website Launched
15. Municipal Affairs Accepting ICFs and IDPs through Online Submission Process
16. ICF and IDP Submission Form
17. FCM Seeking Asset Management Working Group Members
18. Register Now for FCM’s Consultation on the Towards Parity Initiative

Administration recommended that Council accept the documents provided as information.

Resolution CG20190226.022
MOVED: by Councillor D. Woitt

that Council accept the documents provided as information.  

Carried Unanimously

12. ADJOURN

Resolution CG20190226.023
MOVED: by Councillor B. Krahn

that the Council General meeting adjourn at 12:10 p.m.  

Carried Unanimously