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 9:02 a.m. on September 10, 2019.

2. **APPROVAL OF AGENDA**

   Resolution CG20190910.001
   
   MOVED: by Councillor J. Bishop
   
   to approve the following addition to the agenda pursuant to Procedural Bylaw 2018/04, Section 8:
   
   **NEW BUSINESS:**
   
   - Horses of Hope
   
   and that the agenda be approved as amended.
   
   Carried Unanimously

3. **MINUTES APPROVAL**

3.1 **Council General Minutes August 13, 2019**

   Resolution CG20190910.002
   
   MOVED: by Councillor L. Seely
   
   to approve the minutes for the Council General meeting held August 13, 2019 as presented.
   
   Carried Unanimously

4. **COUNCILLOR REPORTS**

   Reeve Van de Kraats advised that the County is investigating a Pilot Project for collection of agricultural plastics at the regional landfill at West Dried Meat Lake.

   Reeve Van de Kraats and Councillor Adair provided verbal reports for the month of August.

   It was suggested that, in the future, better efforts need to be made to ensure Council is aware of the Safety Committee breakfasts.
Resolution CG20190910.003
MOVED: by Councillor K. Adair

that the Councillor's August 2019 reports be accepted as presented.

Carried Unanimously

5. ADMINISTRATION REPORTS

5.1 CAO Month End Report - August 2019-Report

The Business Plan for Business Unit 1201 - Administration - Action 1.2.1.1 states: "Effectively manage the finances and resources of Administration", therefore, Mr. Hawken, CAO provides his August 2019 monthly report (copy attached to these minutes).

Administration recommended that Mr. R. Hawken, CAO's August 2019 monthly report be accepted as presented.

Resolution CG20190910.004
MOVED: by Councillor B. Krahn

that Mr. R. Hawken, CAO's August 2019 monthly report be accepted as presented.

Carried Unanimously

6. DELEGATION - 9:30 A.M. - Jeff Chipley, Assistant CAO

A delegation consisting of Mr. Jeff Chipley, Assistant County Administrator entered the meeting at 9:20 a.m.

6.1 ICF and IDP Summer Villages & County-Report

Administrative staff from the County and Summer Villages of Argentia Beach, Crystal Springs, Grandview, Golden Days, Norris Beach, Poplar Bay and Silver Beach along with consultants from Municipal Planning Services (MPS) and Meyers Norris Penny (MNP) had a start up meeting on August 12, 2019 to review the proposed Intermunicipal Collaboration Frameworks (ICF) and Intermunicipal Development Plan (IDP).

At that meeting the following items were discussed:

- Project deadline is April 1, 2020
- Multi-lateral ICFs and IDPs proposed:
  NORTH ICF AND IDP
  - County of Wetaskiwin
  - Argentia Beach
  - Silver Beach
  - Golden Days
  SOUTH ICF AND IDP
  - County of Wetaskiwin
  - Crystal Springs
  - Grandview
  - Norris Beach
  - Poplar Bay
    o The County’s existing Committee (3 members) will be responsible for direction setting for the County.
    o The Summer Villages will engage their full Councils (3 members each) in decision making.
• Terms of Reference (ToR)
  o MPS and MNP will explore and report back.
• The County recently began a parks and open space strategy, which will be ongoing for approximately 18 months.
• County Council recently gave third reading to an amendment to the Land Use Bylaw and there is another amendment that will go to Council in October or November 2019.

Intermunicipal Collaboration Frameworks
• The purpose of the new ICF requirement, process and deadline in April 2020 is not to force municipalities into a predetermined period for negotiating/renegotiating agreements. Rather, it is intended to enable municipalities to develop a framework for negotiation and identify the following:
  o collaboration opportunities;
  o priorities; and
  o a timeline for renegotiating existing agreements and exploring new collaboration opportunities.
• Will start with the assumption that ICFs will be multilateral; this plan may be adjusted, with group consent, after the initial document review if appropriate.
• For multilateral agreements it will be made clear through the dispute resolution documentation that any non-involved parties will not be held responsible for costs associated with a dispute between two or more other parties.
• There are several existing agreements to be reviewed.
• MNP will review existing ICF documentation and supports from the Municipalities and adjust planned project deliverables for consistency, uniformity, etc. if appropriate.
• Existing road agreement for south Summer Villages belongs in the ICF.

Intermunicipal Development Plans
• Data collection for the IDPs will be conducted at the watershed scale; IDP plan boundaries will be determined at a later date with Administration/Councils/County Committee following review and analysis of the background information.
• Public Engagement:
  o CAOs agreed that scheduling engagement events in the winter is fine provided there is sufficient notice.
  o Newsletters will be used to update the public with the process.
  o Open house to be held after the first draft is prepared and posted on the websites.
  o Two open houses are not required; there were two open houses for the IDPs with Leduc County and there was poor attendance at the second one.
  o Workshops with key stakeholders.

Next Steps
1. MPS to prepare project and public engagement timeline for review by Administration
2. Data gathering
3. Meeting with Councils
4. Prepare draft ICFs and IDPs
5. Revise draft with Administration and Councils/Committee
6. Public Open House for IDPs
7. Review meetings with Council/Committees
8. Public hearing/adoption process

Currently Councillors K. Rooyakkers, L. Seely and B. Krahn are appointed to the ICF/IDP Committee.

Administration recommended that Council accept the report regarding the proposed process for the Summer Village ICF/IDP as information.

Resolution CG20190910.005
MOVED: by Councillor D. Woitt
that Council accept the report regarding the proposed process for the Summer Village ICF/IDP as information.

Carried Unanimously

6.2 Yellowhead Regional Library Information (File#3453-02-00)-Report
Correspondence was received from Yellowhead Regional Library (YRL) regarding an approved motion by the board to increase membership levies by 2% in 2020 and an additional 1.5% in 2021.

This increase will result in municipalities contributing $4.39 and $4.46 per capita in 2020 and 2021 respectively.

School Divisions will be contributing $14.23 and $14.44 per student in 2020 and 2021 respectively.

Also included in the YRL communication are Schedules A and C from the revised Master Membership Agreement and a 10-year chart of levies for Alberta’s Regional Library System.

Administration recommended that Council accept the Yellowhead Regional Library correspondence as information.

Resolution CG20190910.006
MOVED: by Councillor B. Krahn
that Council accept the Yellowhead Regional Library correspondence as information.

Carried Unanimously

6.3 Strategic Planning Dates for 2020 Budget-Report
At the meeting of June 6, 2019, Council discussed strategic planning dates for the 2020 budget and whether or not to contract an outside agency to conduct the Strategic Planning sessions versus in house. At that time Council tabled this item. (CG20190606.053)

Alternatives
1. Set meeting dates for the 2019 Strategic & Business Planning for the 2020 budget; and further that Council direct Administration to prepare and RFP for an outside consultant to conduct the session.
2. Set meeting dates for the 2019 Strategic & Business Planning for the 2020 budget; and further that Council direct Administration to conduct the sessions in house.

Administration recommended that Council sets meeting dates for the 2019 Strategic & Business Planning for the 2020 budget; and further that Council direct Administration to prepare and RFP for an outside consultant to conduct the session.

Discussion ensued on using an outside facilitator and the benefits. It was suggested that administration change the scope of the work in order to get costs down.
Resolution CG20190910.007
MOVED: by Councillor L. Seely

that Council sets meeting dates for the 2019 Strategic & Business Planning for the 2020 budget as follows:
- October 15, 16 & 18 starting at 9:00 a.m. with lunch brought into the office.

Carried Unanimously

Resolution CG20190910.008
MOVED: by Councillor K. Adair

that Council direct administration to negotiate the scope of work with Transitional Solutions Inc. (TSI) in order to provide facilitation of the Strategic Planning for the 2020 budget for the County of Wetaskiwin.

Carried Unanimously

6.4 Protective Services Month End – July & August 2019 – Report

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 surrounding 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 July & August 2019
- Community Peace Officer Patrol Report for July & August 2019
- Animal Control Report January – August 2019
- Bylaw Enforcement Report January – August 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 July were as follows:
- A CPO took a complaint from a Park Attendant where they witnessed a male chopping trees down in violation of the Parks Bylaw. The male continued to destroy the tree after the Attendant told him to stop. The CPO laid four (4) charges in relation to the matter.
- While on patrol in Millet, a CPO stopped a motorcycle for travelling 58 km/hr in a 30 km/hr playground zone. The driver smelled of liquor and was displaying signs of intoxication. The RCMP attended and the driver failed a mandatory roadside screening test. The driver was arrested and taken to cells where he later registered 0.130 on a breathalyzer examination. The driver was charged for speeding by the CPO and impaired driving over .08 by the RCMP.
- A CPO responded to a Motor Vehicle Collision in Division 5 where a male driving a Class A Motorhome was believed to have suffered cardiac arrest. The CPO arrived on scene with CPR being administered, but unfortunately, the male was pronounced deceased on scene a short time later. The CPO assisted with containment and then helped the spouse of the deceased make arrangements for belongings and a place to stay, as the couple was from out of province.
- A CPO received a complaint for an abandoned trailer in Division 3. The CPO attended and found a home-built utility trailer without license plate or Vehicle Identification Number (VIN). The Trailer was loaded with demolition and scrap material. The CPO had the trailer removed.
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 August were as follows:

- A CPO was stopped by a civilian while patrolling. The male driver spoke to the CPO about some issues regarding stolen property and then departed at a speed of 175 km/hr in the 100 km/hr zone. The driver was stopped and issued a Summons to Court for 75 km/hr over the limit. The CPO released the male driver and then observed him speeding at 165 km/hr in the posted 100 km/hr zone approximately two (2) minutes later. The CPO arrested the driver for speeding and released him on another Summons to Court.

- While on patrol in Division 7, a CPO stopped a tank truck hauling dangerous goods because it was leaking flammable liquid onto the roadway. The CPO detected numerous other offences, including the vehicle being overweight. The CPO laid three (3) charges and placed the truck out of service.

- A CPO was conducting a stationary compliance check with Alberta Fish & Wildlife and Conservation. The CPO checked a vehicle and found the driver concealing an open beer. The male was then also found operating while suspended. Charges were laid and the CPO seized the vehicle for thirty (30) days in accordance with provincial regulation.

- CPOs dealt with numerous complaints within County Operated Parks with some leading to charges being laid.

- A CPO observed kids having iced tea for sale in Division 5. The CPO stopped and chatted while drinking iced tea. The CPO noted that the “business licence” was written in crayon with excellent penmanship.

Administration recommended that Council accept the Protective Services Report for July & August 2019 as presented.

**Resolution CG20190910.009**

MOVED: by Councillor K. Rooyakkers

that Council accept the Protective Services Report for July & August 2019 as presented.

Carried Unanimously

6.5 Rural Municipalities of Alberta (RMA) Fall Convention – Opportunity to Meet with RCMP Commanding Officer, K Division

On September 3, 2019, Administration received email correspondence from Inspector Keith Durance, Commanding Officer of the Wetaskiwin Royal Canadian Mounted Police (RCMP) Detachment regarding a potential opportunity for members of County of Wetaskiwin Council and Administration to meet at the 2019 Rural Municipalities of Alberta (RMA) Fall Convention held November 12 - 15, 2019 with RCMP K Division Commanding Officer Deputy Commissioner Curtis Zablocki, the District Officer for Central Alberta District, and the Assistant Deputy Minister of Justice and Solicitor General regarding various aspects of current and future service delivery questions and concerns that the County of Wetaskiwin may have.

In reviewing the correspondence from Inspector Durance and determining potential current and future service delivery concerns that may be relevant to the County of Wetaskiwin, Administration notes the following topics that could potentially be discussed with Deputy Commissioner Zablocki and other representatives during a meeting as follows:

- Status of Filling the Enhanced RCMP Member Position at the Breton Detachment
  - Administration notes that it has been over a year since the three (3) year Memorandum of Understanding (MOU) had been ratified and approximately eighteen (18) months since direction was given by Council to the RCMP to begin the process of acquiring an Enhanced RCMP Member for the Breton Detachment. The latest update that Administration has received from Staff Sergeant Harpreet (Harp) Dhalwal, Commanding Officer of Breton & Thorsby Detachments is that the position will be potentially filled in January of 2020. Previous updates stated that the position would be filled in November of 2018,
January of 2019, April of 2019, and September of 2019. Administration also notes that the Breton RCMP Detachment has continually been short regular Members, with two (2) senior Members departing or have departed in the last few months.

- Response by RCMP to Suspected Impaired Infractions
  - At the April 23, 2019 Council General meeting during the presentation of the Protective Services Month End Reports, significant discussion occurred regarding instances where the RCMP were unable to attend suspect impaired driving complaints came upon by County of Wetaskiwin Community Peace Officers (CPOs), who have no jurisdiction to deal with these matters criminally.
  - At the May 14, 2019 Council General meeting, Council discussed this with Inspector Durance and Staff Sergeant Dhalliwal and then proceeded to direct Administration through resolution to “track incidents where RCMP were unable to respond to suspect impaired infractions.”
    (Ref. Resolution #CG20190514.012)

- AFFRCS Communication with RCMP
  - All RCMP Detachments that serve the County of Wetaskiwin have switched to the AFFRCS Communication System with encrypted channels that do not allow CPOs to communicate directly with RCMP Members and vice versa. Currently, CPOs must contact the RCMP through Yellowhead Dispatch, which then in-turn contact RCMP Dispatch to establish communication via other means such as telephone. This is an ongoing issue that has been discussed with RCMP K Division by the Alberta Association of Community Peace Officers (AACPO), Alberta Justice and Solicitor General, and other municipalities.

Administration notes that should Council wish to schedule a meeting with Deputy Commissioner Zablocki, the District Officer for Central Alberta District, and the Assistant Deputy Minister of Justice and Solicitor General regarding various aspects of current and future service delivery that such request, including a list of topics to be discussed, must be submitted by September 13, 2019.

Options for Consideration by Council Include:

1. That Council accept the opportunity to request a meeting with RCMP K Division Commanding Officer Deputy Commissioner Curtis Zablocki, the District Officer for Central Alberta District, and the Assistant Deputy Minister of Justice and Solicitor General regarding various aspects of current and future service delivery questions and concerns that the County of Wetaskiwin may have at the 2019 Rural Municipalities of Alberta (RMA) Fall Convention as information.

2. That Council direct Administration to request a meeting with RCMP K Division Commanding Officer Deputy Commissioner Curtis Zablocki, the District Officer for Central Alberta District, and the Assistant Deputy Minister of Justice and Solicitor General during the 2019 Rural Municipalities of Alberta (RMA) Fall Convention regarding the following topics:
   - Status of Filling the Enhanced RCMP Member Position at the Breton Detachment;
   - Response by RCMP to Suspected Impaired Infractions; and
   - AFFRCS Communication with RCMP.

As well as any additional topics that Council deems necessary to discuss.

Administration recommended that Council direct Administration to request a meeting with RCMP K Division Commanding Officer Deputy Commissioner Curtis Zablocki, the District Officer for Central Alberta District, and the Assistant Deputy Minister of Justice and Solicitor General during the 2019 Rural Municipalities of Alberta (RMA) Fall Convention regarding the following topics:

- Status of Filling the Enhanced RCMP Member Position at the Breton Detachment;
- Response by RCMP to Suspected Impaired Infractions; and
- AFFRCS Communication with RCMP.
Resolution CG20190910.010
MOVED: by Councillor K. Adair

that Administration request a meeting with RCMP K Division Commanding Officer Deputy Commissioner Curtis Zablocki, the District Officer for Central Alberta District, and the Assistant Deputy Minister of Justice and Solicitor General during the 2019 Rural Municipalities of Alberta (RMA) Fall Convention regarding the following topics:
- Status of Filling the Enhanced RCMP Member Position at the Breton Detachment;
- Response by RCMP to Suspected Impaired Infractions;
- AFFRCS Communication with RCMP; and
- Discussion of funding model.

Carried Unanimously

Resolution CG20190910.011
MOVED: by Councillor J. Bishop

that a letter be sent to MLAs Richard Wilson & Jason Nixon regarding the County's concerns of possible changes to the RCMP funding.

Carried Unanimously

8. RECESS: 10:08 a.m.
9. RECONVENE: 10:16 a.m.
7. DELEGATION - 9:45 A.M. - Naomi Finseth, Municipal Intern
7.1 Draft IDP with Clearwater County-Report

County Administration continues to work to fulfill the requirements of the Municipal Government Act that mandates all municipalities to create Intermunicipal Collaboration Frameworks (ICFs) and Intermunicipal Development Plans (IDPs) with their neighbours by 2020. Administration has been working with the Administration from Clearwater County to draft an IDP and ICF. Administration used the template created from our last three (3) rural IDPs to create a draft document for Clearwater. Administration has meet with the Administration from Clearwater to make finalize content of the draft IDP. Administration is currently waiting on Plan Area maps to be completed by Parkland Community Planning Services on behalf of Clearwater County. Clearwater County has stated that they do not want to have an Open House for the IDP and have no preference regarding having a joint committee meeting and are willing to meet if Council requests a meeting. The Municipal Government Act does not require municipalities to have an Open House for an IDP (which is a statutory planning document) but it does require:

636 (1) While preparing a statutory plan a municipality must
a. Provide a means for any person who may be affected by it to make suggestions and representation,
b. Notify the public of the plan preparation process and of the means to make suggestions and representations referred to in clause (a).

Administration discussed the option of creating a webpage for the Draft Clearwater IDP that would explain the IDP process, provide a copy of the draft IDP for review, and provide a comment section for the public to fill in. A letter would be mailed to all residents in the Plan Area directing them to comment online. Any comments received would be brought to Council before the public hearing to be discussed and any possible amendments made. Any amendments made would then be sent to Clearwater County and if everyone is content with the document it would then go forward with a public hearing at both municipalities. The other option is that Council goes ahead with an Open House as means of public engagement.
A draft copy of the Intermunicipal Development Plan with Clearwater County has been provided to Council for review and comment. Please note the Plan Area maps are not complete and have not been included in the document.

Options for Council to consider:

1. That Council direct Administration to move forward with a web based public engagement for the Clearwater IDP.
2. That Council direct Administration to move forward with an Open House for the Clearwater IDP and provide Administration with potential dates.
3. That Council direct Administration to set up a joint committee meeting with Clearwater County to discuss IDP and ICF.
4. That Council directs Administration to continue to work with Clearwater’s Administration to finalize the IDP and ICF.

Administration recommended that Council provide direction on the type of public engagement they want for the Clearwater IDP and that if a joint committee meeting with Clearwater County is required.

Resolution CG20190910.012
MOVED: by Councillor K. Rooyakkers
that Administration move forward with a web based public engagement for the Clearwater Intermunicipal Development Plan; as well as a letter being sent out to affected landowners.

Carried Unanimously

7.2 Repeal and Replace Dog Control Bylaw 2017/35-Report

At the January 29, 2019 Council General meeting, a discussion ensued on the Dog Control Bylaw as presented and that the Bylaw needs a thorough review before Council can approve three (3) readings. It was suggested that a basic By-law Review Committee could be created to review bylaws and decided that the proposed 2019/06 Dog Control Bylaw be presented to the Land Use Bylaw/Municipal Development Plan Committee for review of content prior to being presented back to Council for review.

The County of Wetaskiwin Dog Control Bylaw 2017/35 is a By-law of the County of Wetaskiwin No. 10 in the Province of Alberta for the purpose of regulating and control of dogs running at-large within the County of Wetaskiwin and other activities related to dogs. This Bylaw was reviewed and amended by Administration and the current Bylaw Enforcement Officers to make the Bylaw current in content.

There were several changes made to this Bylaw including an overall tidying up of the Bylaw. The most significant changes made include addition and deletion of definitions, the addition of Section 15 Determination of Dangerous Dog, the removal of references and fines for threaten, harass or chase, and amendments to Schedule “C”.

The final version of the proposed Dog Control Bylaw along with the redline version showing the amendments to the Dog Control Bylaw have been provided to Council for review. The draft bylaw shows the amendments and updates to Bylaw 2017/35. The original amendments are noted in red text, the purple text shows amendments made after the April LUB Committee meeting and the green text shows the most recent amendments made by the LUB Committee.

Regarding the provisions relating to Summary Conviction that were questioned by the Committee, Administration conducted research and made an inquiry through the complimentary Municipal Legal Help Line provided by Brownlee LLP regarding the reasoning as to why Summary Conviction provisions within a Bylaw and whether the references to imprisonment are considered relevant.
Administration was advised that in order for a ticket to be actually convicted by a Court of Law if voluntary payment is not made by the violator(s), a general Summary Conviction provision must be included. If such a provision is not included, violation tickets that are plead not guilty would almost certainly be dismissed in Court. However, wording speaking in regard to imprisonment can be removed as the Courts have the ability to do so without this reference, although this rarely occurs and only in extreme circumstances.

Bylaw 2019/06 will repeal Bylaw 2017/35 in its entirety. Bylaw 2019/06 has been provided to Council for review.

Administration recommended that Council approve three readings of Bylaw 2019/06 for the purpose of regulating and control of dogs running at-large within the County of Wetaskiwin and other activities related to dogs. Bylaw 2019/06 will repeal Bylaw 2017/35 in its entirety.

Changes requested to the bylaw were as follows:

Section 16) Restricted Dogs, Subsection a) insert "determines" as noted in italics:

If the By-law Enforcement Officer *determines* that a dog is a Restricted Dog on the basis of facts determined after being convicted of a schedule “B” offence, they may

Section 17) Penalties, Subsection e) remove "s" from considers as noted in strikeout:

A court of jurisdiction, in addition to the penalties provided in this Section may, if they considers the offence sufficiently serious, direct or order the person that owns, keeps, maintains or harbors a dog to stop the dog from doing mischief or causing the disturbance or a nuisance complains of, have the dog removed from the County or to have the dog destroyed or otherwise disposed of.

Schedule "C", Subsection 16 c. insert "or attack" as noted in italics:

Bite *or attack* a person or animal

Schedule "C" Subsection 15(b)(ii) insert "or attack" as noted in italics:

Bite *or attack* person or animal

Schedule "C" Subsection 16 (d) & (e) change second offense from $1250.00 fine to Court

Renumber 19 to 18

Bylaw 2019/06 is a bylaw in the County of Wetaskiwin No. 10 in the Province of Alberta, for the purpose of regulating and control of dogs running at-large within the County of Wetaskiwin and other activities related to dogs. Bylaw 2019/06 will repeal Bylaw 2017/35 in its entirety.

**Resolution CG20190910.013**

MOVED: by Councillor J. Bishop

that By-law 2019/06 be given First Reading.

**Carried Unanimously**

**Resolution CG20190910.014**

MOVED: by Councillor B. Krahn

that By-law 2019/06 be given Second Reading.

**Carried Unanimously**

**Resolution CG20190910.015**

MOVED: by Councillor K. Adair

that By-law 2019/06 be presented for Third Reading.

**Carried Unanimously**
Resolution CG20190910.016
MOVED: by Councillor L. Seely
that By-law 2019/06 be given Third Reading and it be declared finally passed and the Reeve and Chief Administrative Officer be authorized to sign and affix thereto the corporate seal of the County of Wetaskiwin No. 10.

Carried Unanimously

Mr. Chipley left the meeting at 10:35 a.m.

10. DELEGATION - 10:00 A.M. - Rene Boutin, Director of Assessment

A delegation consisting of Mr. Rene Boutin, Director of Assessment, entered the meeting at 10:35 a.m.

10.1 Penalty Cancellation Request – Pine Cliff Energy Ltd(File#19081)-Report

On August 16, 2019 the County of Wetaskiwin received a letter from Pine Cliff Energy Ltd. requesting Council to forgive the upcoming September 1st and January 1st penalties estimated at $23,564.14 due to the decline in the economy over the past years. Currently Pine Cliff owns 9 properties within the County of Wetaskiwin with a total outstanding balance of $175,589.77. The outstanding balance represents the 2019 tax levy only, there were no taxes unpaid from previous years. Pine Cliff is proposing to pay monthly instalments of $14,632.48 beginning August 2019 and ending July 2020.

An alternative option for payment of taxes in the County of Wetaskiwin is the Tax Installment Payment Plan (TIPPs), the plan runs January to December and a monthly payment is directly withdrawn once a month. The payment is derived by dividing the tax levy by twelve, thus avoiding the late penalties. If joined part way through the year, the applicant must make up any "missed" payments. For example, if joined in April, the payments for January, February and March will need to be made up. Pine Cliff would need to pay $131,692.32 to cover January to September in order to enter the agreement in October 2019.

Council may cancel or reduce tax arrears as per the Municipal Government Act, Section 347(1) that states: If a council considers it equitable to do so, it may, generally or with respect to a taxable property do one or more of the following, with or without conditions:

- cancel or reduce tax arrears;
- cancel or refund all or part of a tax;
- defer the collection of tax.

Options for Council’s consideration:

1. Approve the request from Pine Cliff Energy Ltd. and cancel $23,564.14 as per the Municipal Government Act, Section 347(1)
2. Approve the enrollment in TIPPs, therefore avoiding penalties.
3. Deny request for cancellation.

Administration recommended Council deny the request for the cancellation of late penalties on all properties owned by Pine Cliff Energy Inc. as it would not be equitable to forgive taxes for one owner and not all similar properties as per section 347(1) of the Municipal Government Act.

Discussion ensued on the state of the Canadian Oil & Gas Industry.

Resolution CG20190910.017
MOVED: by Councillor L. Seely
that, as per Section 347(1) of the Municipal Government Act, Council approve reduction of 2019 penalties to Designated Industrial Property (DIP) as follows:

- September 1, 2019 penalty from 6% to 0%
January 1, 2020 penalty from 7% to 0% subject to the following conditions:

- the Oil Company enter into a monthly payment plan;
- the 2019 outstanding taxes must be cleared by July 31, 2020; or full penalties will be reinstated.

Carried Unanimously

10.2 Alberta Assessors Association (File#3052-07)-Report

August 27, 2019 information was received from the Alberta Assessors Association (AAA) regarding their upcoming 2019 symposium. AAA is an association that focuses on members who have an interest in property assessment valuation. Many members are practicing assessors who contribute their expertise in the valuation of property for taxation purposes in Alberta. The Association provides regulatory oversight of members in the public interest; stipulates the education and experience requirements for professional members; provides ongoing professional development for members; and, works with partners and stakeholders to achieve transparency and equity in property tax assessment practices.

The symposium is held annually (alternating between southern and northern Alberta) and the 2019 symposium will be held at the Camrose resort casino in Camrose, September 24th to 25th, 2019. The symposium is an opportunity to update the membership with respect to new legislation and other activities effecting rural Alberta.

To cover expenses of holding this provincial symposium AAA requests support from the member municipalities of the "host zone" and are requesting the County of Wetaskiwin to consider a cash contribution or a donation of prizes. The usual cash contribution from municipalities range from $50.00 to $1,000.00.

Administration recommended that Council approve a cash donation of $500.00 towards the 2019 AAA symposium that will be held in Camrose Alberta, September 24th to 25th, 2019 and that the funds be allocated from the "Grants to Organization" project AD1000 account.

Resolution CG20190910.018

MOVED: by Reeve T. Van de Kraats

that Council approve a cash donation of $500.00 towards the 2019 AAA symposium that will be held in Camrose Alberta, September 24th to 25th, 2019 and that the funds be allocated from the "Grants to Organization" project AD1000 account.

Carried Unanimously

11. DELEGATION - 10:30 A.M. - Geoff Lynch, Director of Leisure & Community Services

A delegation consisting of Geoff Lynch entered the meeting at 11:02 a.m.

11.1 Recreation Mill Rate / Funding Models - Report

At the December 4th, 2018 meeting, Council resolved to host two Citizen Engagement Sessions in February 2019; one at Winfield February 27th and one at Millet February 28th to discuss recreation. (Resolution #CG20181204.1021)

At the April 9th, 2019 meeting, Council resolved that administration and Council collaborate to investigate the creation of facility nodes and funding models for recreation facilities and community halls. (Resolution #CG20190409.009)

Administration believes the first step in the processes is to create one recreation tax rate for the County. Currently there are five (5) recreation zones; and each zone has its own specific tax rates. The creation of one tax rate for recreation is a change in philosophy moving from a Zone funding model to a regional approach.
Current Bylaw 2019/15 has allocated recreation boundaries throughout the municipality as follows below:

Zone 1 Wetaskiwin:
- Tax Levy 81,365.97
- Assessment 464,946,150
- Tax Rate (x1000) .1750

Zone 2 Lakedell, Falun Pigeon:
- Tax Levy 190,637.46
- Assessment 879,730,640
- Tax Rate (x1000) .2167

Zone 3 Winfield:
- Tax Levy 44,542.91
- Assessment 190,924,790
- Tax Rate (x1000) .2333

Zone 4 Buck Lake/Alder Flats:
- Tax Levy 106,380.49
- Assessment 468,636,250
- Tax Rate (x1000) .2270

Zone 5 Millet:
- Tax Levy 56,089.52
- Assessment 320,561,750
- Tax Rate (x1000) .1750

Linear:
- Tax Levy 113,983.48
- Assessment 553,317,930
- Tax Rate (x1000) .2060

Administration has provided a proposed regional recreation tax rate for Council’s review and the impact on each specific zone compared to the current By-Law 2019/15.

**2019 – Current Recreation Tax**

Zone 1 Wetaskiwin:
- 2019 tax rate 0.1750
- Tax collected 80,297.00
- % of tax paid 13.71

Zone 2 Lakedell:
- 2019 tax rate 0.2167
- Tax collected 192,264.00
- % of tax paid 32.82

Zone 3 Winfield:
- 2019 tax rate 0.2333
- Tax collected 45,615.00
- % of tax paid 7.79
Zone 4 Buck Lake:
- 2019 tax rate 0.2270
- Tax collected 107,104.00
- % of tax paid 18.28

Zone 5 Millet:
- 2019 tax rate 0.1750
- Tax collected 54,628.00
- % of tax paid 9.33

Linear:
- 2019 tax rate 0.2060
- Tax collected 105,884.00
- % of tax paid 18.08

**Proposed Recreation Tax (with tax rate of 0.20865)**

Zone 1 Wetaskiwin:
- Tax collected 95,736.00
- % of tax paid 16.16

Zone 2 Lakedell:
- Tax collected 185,121.00
- % of tax paid 31.25

Zone 3 Winfield:
- Tax collected 40,799.00
- % of tax paid 6.89

Zone 4 Buck Lake:
- Tax collected 98,446.00
- % of tax paid 16.62

Zone 5 Millet:
- Tax collected 65,131.00
- % of tax paid 10.99

Linear:
- Tax collected 107,245.00
- % of tax paid 18.10

The proposed amendment would have the following impact according to an average assessment of 350,000 as follows:

Zone 1 Wetaskiwin:
- 11.78

Zone 2 Lakedell:
- -2.82

Zone 3 Winfield:
- -8.63

Zone 4 Buck Lake:
- -6.42
Zone 5 Millet:

- 11.78

Linear:

- 0.93

Recreation Zone 1 and 5 will see an increase of 11.78 from the previous year, while Zones 2, 3 and 4 will see a decrease.

Council has the following options:

1. To create one recreation tax rate for the County for the 2020 tax year.
2. Deny the proposal to create one recreation tax rate for the County and remain status quo.
3. Table the proposal of regional funding and schedule to review at the 2019 strategic planning session for the 2020 annual budget.

Administration recommended that Council direct administration to prepare a new Bylaw for Regional Recreation Funding for the 2020 tax year with only one recreation tax rate. The proposed amendments would eliminate each specific recreation zone recreation rate.

**Resolution CG20190910.019**

MOVED: by Councillor J. Bishop

that Council deny the proposal to create one recreation tax rate for the County and remain status quo.

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**Results**

5  2

Carried (5 to 2)

Mr. Boutin and Mr. Lynch left the meeting at 11:20 a.m.

12. **DELEGATION - 11:00 A.M. - Eric Hofbauer, Director of Finance**

A delegation consisting of Mr. Eric Hofbauer, Director of Finance, entered the meeting at 11:21 a.m.

12.1 **Bank Reconciliation-Report**

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 Reserve
- Camping Fees (ATB Financial)
- Bank Receipts
- Bank Payments; and
Investments.

Mr. Hofbauer reviewed in detail the Bank Reconciliation for the month of June 2019 with a recommendation for Council to approve the report as presented.

**Resolution CG20190910.020**

MOVED: by Councillor K. Rooyakkers

that Council approve the Bank Reconciliation for the month of June 2019 as presented.

Carried Unanimously

### 12.2 Town of Peace River-GST Audit Concern-Report

Correspondence was received from Christopher Parker, CAO, Town of Peace River regarding their recent GST Audit.

Mr. Parker advised that in May 2019, following a routine GST audit, the Town of Peace River was advised by the Canada Revenue Agency (CRA) that their intermunicipal cost sharing agreements were assessed as being subject to Federal Goods and Services Tax (GST). The Town’s third-party auditing firm, MNP, appealed the ruling, but CRA maintained that the agreements are taxable and subsequently issued a demand letter for over $600,000.

Mr. Parker further advised that the Town is extremely concerned by the implications of this ruling and the effect it will have on all Alberta municipalities, particularly on Intermunicipal Collaboration Frameworks. Municipal Affairs has contacted Town administration and shares their concerns on this issue as well.

On direction from Council, the Town has contacted FCM, AUMA, RMA, and NADC. FCM concurs that this finding has serious implications for all municipalities nationwide and has submitted their case to an independent tax lawyer for legal review. In addition, the Town is working with AUMA on an Emergency Resolution to be presented in September. Lastly, they are engaging in a concerted advocacy campaign with Provincial and Federal elected officials, along with prospective Federal candidates; and believe it is critical that this re-interpretation be reviewed, and the tax status of cost-sharing agreements be clarified.

Mr. Parker concluded by advising that the Town requests that Council join in their advocacy effort; and invited the County to contact AUMA, FCM or any other advocacy body who may be able to assist in having this ruling reconsidered. Also, that the County consider contacting the respective MLAs and MPs, along with any other official or candidate who can press for a reconsideration of this ruling.

The following briefing document was also included in the correspondence:

“On March 4, 2019 the Town of Peace River underwent our routine GST/PSB (Public Service Body) Audit. The Town’s previous audit was conducted in 2011.

On May 3, Canada Revenue Agency (CRA) released their results which assessed GST on “a supply of a right to enter, to have access to, or to use property of the government, municipality, or other body”. CRA ruled that the “town supplied a right to use the municipal property to other municipalities through the use of cost-sharing agreements.” The amount of the reassessment was $609,571.41.

To be clear: the cost-sharing agreements in question have been in place since at least 2002. The specific agreement examined in 2019 was the same agreement in place during the audit in 2011. However, in the recent audit, CRA reinterpreted the questions of ‘supply’, ‘public purpose’ and ‘third party benefit’ with respect to cost-sharing agreements.

Town of Peace River facilities have a flat payment scale which does not discriminate on the basis of residence. No passes, rights of use or access are provided as a result of these contributions and the agreements are specifically worded towards regional benefit.
Appeal and Review

The Town appealed the initial ruling and on July 16, we were told the ruling was upheld. Interest on the outstanding amount has been accruing since April 25, and on July 22, the Town was been notified by CRA that the case has proceeded to collections. On direction from our Council, the Town will be continuing the appeal process with CRA. This could take up to a year.

Concerns

This ruling – a reinterpreting of CRA bulletin on GST for Grants and Subsidies - has set a number of precedents which will be problematic for municipalities:

1. An auditor is now permitted to ‘parse’ an existing agreement to justify a finding even if the remainder of the agreement contradicts that finding.

2. Municipalities are no longer able to rely on the GST/HST Technical Information Bulletin B-067 with respect to determining supply as it relates to on-going programs of financial support.

3. It is no longer clear which cost-share items may be now assessed as supply. Furthermore, transactions not contained within the cost-share agreement are being assessed as though they were. Examples drawn from the Town’s case include:
   a. A $3000 contribution to Canada Day Fireworks. This item is not part of the cost sharing agreement and no direct benefit was provided to the grantor.
   b. $4000 in contributions to the Healthcare Attraction and Retention Committee. Again, not part of any cost-sharing agreement and any supply provided by this group falls within the public interest.
   c. 50% of the salary of an RCMP Liaison Officer – not subject to any cost sharing agreement.
   d. $8,000,000 in donations to the capital costs of constructing a new regional multiplex. In addition to not being subject to the cost-share agreement, the contributions did not confer a supply of access to any property or service made by the municipality. This item was the most frustrating (and most costly) as the Town has been requesting funding for four years and the only time the Federal government acknowledged this project was to tax it.

4. The required ICF Agreements will now have to include a tax provision. Given the lack of consistency in how the regulation is being applied, this could prove extremely challenging in terms of determining which services should be considered supply. Municipalities must be prepared to have a future auditor reinterpret the agreements yet again. The cost of reversing any collection or remitting will create a substantial economic burden.

Our Council has passed the following Motions:

- MOTION-19-07-261 Councillor Good moved that the Town contact AUMA and FCM to get legal advice and proceed as recommended.
- MOTION-19-07-262 Councillor Needham moved that the Town consider undertaking some political advocacy work to raise awareness of the issue both Federally and Provincially across all party lines.

Action

The Town has submitted this issue to FCM, AUMA, NADC, RMA, and Municipal Affairs. All of these bodies are extremely concerned about the precedent represented in this ruling. FCM is seeking an independent legal review of the issue and is considering intervenor status. AUMA is assisting the Town in preparing an Emergency Resolution to be presented in September.

In addition, the Town is actively engaging Provincial and Federal officials as well as prospective Federal candidates on this matter.
Council can accept as information or write letters of support for the Town of Peace River, to AUMA, FCM, RMA and local MLAs.

Administration recommended that Council direct administration to write letters of support for the Town of Peace River, to AUMA, FCM, RMA, MLA Richard Wilson (Maskwacis-Wetaskiwin), MLA and Jason Nixon (Rimbey-Rocky Mountain House-Sundre).

Mr. Hawken suggested that this letter also be sent to the Member of Parliament Mike Lake.

Resolution CG20190910.021
MOVED: by Councillor L. Seely
that Administration write letters of support for the Town of Peace River, to AUMA, FCM, RMA, MP Mike Lake, MLA Richard Wilson (Maskwacis-Wetaskiwin) and MLA Jason Nixon (Rimbey-Rocky Mountain House-Sundre).

Carried Unanimously

12.3 Alberta Municipal Affairs-MSI & GTF Funding 2019 (File3180-40)-Report

Correspondence was received from Kaycee Madu, Minister of Alberta Municipal Affairs confirming $597 million in Municipal Sustainability Initiative (MSI) funding and $473 million in Federal Gas Tax Fund (GTF) funding is now available for municipalities and Metis Settlements. Minister Madu also advised that the GTF funding includes the one-time payment of $229.5 million announced by Canada in March 2019. He is confident this additional funding will enable the County to build stronger communities and better meet infrastructure priorities.

The County will receive the following:

- Interim 2019 MSI capital allocation of $1,797,419. This includes $1,303,345 in MSI capital funding and $494,074 in Basic Municipal Transportation Grant funding.
- Interim 2019 MSI operating allocation is $118,165
- 2019 GTF allocation is $1,263,459 which includes $612,842 as a result of the one time funding top-up and $650,617 in 2019/20 GTF funding.

MSI Capital:

Administration recently applied for funding for the G3 Resource Road that was approved in the 2019 budget in the amount of $1,882,100 which is the only project being budgeted to be applied for in 2019. Allocation of $1,797,419 will be short $84,681.

MSI Operating

Budgeted amount for 2019 is $118,307; funding received will be $118,165; shortfall of $142.

GTF:

The carry forward amount from 2018 that was available for allocation in 2019 is $1,006,569. In addition to this carry forward, the County was allocated $1,263,459 for 2019 for a total of $2,270,028. Actual budget amount was $2,690,750; therefore the County is fully allocated for 2019.

Administration recommended that the letter from Kaycee Madu, Minister of Alberta Municipal Affairs regarding Municipal Sustainability Initiative (MSI) funding Federal Gas Tax Fund (GTF) funding be accepted information.

Resolution CG20190910.022
MOVED: by Reeve T. Van de Kraats
that Council accept the letter from Kaycee Madu, Minister of Alberta Municipal Affairs regarding Municipal Sustainability Initiative (MSI) funding Federal Gas Tax Fund (GTF) funding be accepted as information.

Carried Unanimously
12.4 Accounts Payable Cheque #138750 to Cheque #138972-Report

Accounts Payable Cheque #138750 to Cheque #138972 (August 15 to August 30, 2019) report was presented to Council.

Administration recommended that Council accept the Accounts Payable Cheque #138750 to Cheque #138972 (August 15 to August 30, 2019) report as presented.

Resolution CG20190910.023

MOVED: by Councillor J. Bishop

that Council accept the Accounts Payable Cheque #138750 to Cheque #138972 (August 15 to August 30, 2019) report as presented.

Carried Unanimously

12.5 Utility Transfer to Taxes (Transfer Station Only) Report

Council will be provided with a list of landowners who have neglected to pay their transfer station utility charges. These public utility users receive an invoice for service once the manifests are received from the transfer stations after month end.

A final notice of outstanding balance was mailed to these landowners on July 2, 2019 referring to Section 553(1)(b) of the Municipal Government Act:

A. Council may add the following amounts to the tax roll of a parcel of land;

B. Unpaid charges referred to in Section 42 for a Municipal utility service provided to the parcel by a Municipal Public Utility that are owing by the owner of the parcel.

Outstanding Utility Charges:

The list provided to Council represents ratepayers who are using a municipal public utility who have neglected to pay their utility charges.

Administration recommended that Council approve the outstanding utility charges in the amount of $760.87 (and as attached to these minutes) be added to the individual’s Tax Roll effective September 10, 2019 pursuant to Section 553(1)(b) of the Municipal Government Act.

Resolution CG20190910.024

MOVED: by Councillor L. Seely

that Council approve the outstanding utility charges in the amount of $760.87 (and as attached to these minutes) be added to the individual’s Tax Roll effective September 10, 2019 pursuant to Section 553(1)(b) of the Municipal Government Act.

Carried Unanimously

12.6 Asset Management Policy -Report

In preparation for implementation of the Operations Software this spring (asset management, preventative maintenance, inspections, works and costs), a review of FCM Asset Management Readiness Scale was completed.

This Readiness Scale is comprised of:

- Policy and Governance
- People and Leadership
- Data and Information
- Planning and Decision-Making
- Contribution to asset management practice

A formal policy covering asset management practices for purchase, disposal and lifecycle management of capital assets was identified as a requirement, and a draft policy has been developed to meet this requirement; and a copy of this draft is provided for Council’s review.
Through this policy, responsibilities are outlined as follows:

**Council:**
- Approves Asset Management strategies and plans, as required, alongside the Organizational Strategic Plan.
- Approves asset funding through the annual budget and long-term financial plan.
- Approves Asset Management and Tangible Asset Policies.

**Asset Management Steering Committee:**
- Is appointed by Senior Management and consists of County Administrator, Director of Public Works, Director of Agriculture Services, Director of Emergency Services, Director of Information Services and Director of Finance.
- Provides a forum for discussion of asset management strategy, integration and best practices.
- Leads the development of corporate asset management tools and practices and oversees their application across the organization.
- Liaises with Finance on financial matters.

**Departments:**
- Responsibility for Asset Management functions.
- Implement Asset Management Strategies.
- Notify the Director of Finance of the effective date when assets are disposed of, taken out of service, destroyed, or replaced due to obsolescence, scrapping, or dismantling.

**Finance:**
- Provides financial support to the departments.
- Responsible for the stewardship of the financial assets and records (ensure that the asset records are current, accurate and complete).
- Responsible for adjusting the asset register and recording a loss/gain on disposal.
- Conduct an asset inventory review annually to ensure asset records agree with physical assets.

Administration recommended that Council approve the Asset Management Policy as presented

**Resolution CG20190910.025**

MOVED: by Councillor K. Adair

that Council approve the Asset Management Policy as presented.

Carried Unanimously

**12.7 Tax Deadline Payments-Report**

The deadline for tax payment for the County is August 31 each year. In 2019, August 31 was on a Saturday. Typically the County charges penalty as follows:
- Payment at the front counter after August 31
- Payment by mailed cheque postmarked after August 31
- Payment by telebanking with the posting date after August 31

If a payment has been dropped off through the front door slot prior to 8:30 a.m. on the first working day after August 31 penalty is not charged.
Section 341 of the Municipal Government Act states:

_A tax payment that is sent by mail to a municipality is deemed to have been received by the municipality on the date of the postmark stamped on the envelope._

On Tuesday, September 3, 2019, which was the first working day after tax deadline, a ratepayer came into the County Office to advise he drove in on Saturday to pay his taxes on Roll 294920, 296502, 294917, 294919 totaling $6,149.11. Staff informed the ratepayer that the Office is not open on Saturdays; however, the ratepayer advised that he “googled” operating hours and it showed that the Office was open 9:00 a.m. to 5:00 p.m. on Saturdays. A copy of the google search is provided for Council’s review. Upon discovering this, administration has contacted google to get this information corrected.

Administration recommended that tax roll numbers 294920, 296502, 294917 and 294919 not be charged penalty for late payment and is requesting direction on penalty charges in future years.

Penalty options include:

- Front Counter Payments must be received by 4:30 p.m. on the last working day of August;
- Payments mailed by cheque must be postmarked on or before August 31;
- Telebanking payments must have a posting date by the bank on or before August 31;
- Payments dropped off through the front door slot of the County office prior to 8:30 a.m. the following business day will not receive penalty;
- If August 31 falls on a weekend payment will be accepted the next working day (includes front counter and telebanking). This option has never been practiced by the County.

Administration recommended that:

- Front Counter Payments must be received by 4:30 p.m. on the last working day of August;
- Payments mailed by cheque must be postmarked on or before August 31;
- Telebanking payments must have a posting date by the bank on or before August 31;
- Payments dropped off through the front door slot of the County office prior to 8:30 a.m. the following business day will not receive penalty; and
- That the Annual Taxation Mill Rate Bylaw be amended to reflect this information and ratepayers be advised through newsletters, advertisements, website and on the tax notice.

Administration also recommended that tax rolls 294920, 296502, 294917 and 294919 not be charged penalty for late payment in 2019 due to incorrect information being posted on Google.

 Resolution **CG20190910.026**  
MOVED: by Councillor L. Seely

that Council confirm status quo on tax deadline penalties as follows:

- Front Counter Payments must be received by 4:30 p.m. on the last working day of August;
- Payments mailed by cheque must be postmarked on or before August 31;
- Telebanking payments must have a posting date by the bank on or before August 31;
- Payments dropped off through the front door slot of the County office prior to 8:30 a.m. the following business day will not receive penalty; and
● That the Annual Taxation Mill Rate Bylaw be amended to reflect this information and ratepayers be advised through newsletters, advertisements, website and on the tax notice.

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**Resolution CG20190910.027**

MOVED: by Councillor J. Bishop

that tax rolls 294920, 296502, 294917 and 294919 not be charged penalty for late payment in 2019 due to incorrect information being posted on Google.

Carried Unanimously

13. **UNFINISHED BUSINESS**

13.2 **RMA New Home Warranty Resolution-Report**

At the Council General meeting on June 24, 2019, Council resolved “that Administration draft a resolution regarding New Home Warranty to be prepared at the October Pembina Zone meeting then at the Rural Municipalities of Alberta (RMA 2019 Fall Convention).”

Administration has drafted a resolution of New Home Warranty to go to the October Pembina Zone meeting. The resolution highlights the problem with the mandatory nature of the New Home Warranty and requests that Municipal Affairs reviews the legislation with appropriate consultation from rural areas and removed the mandatory nature of New Home Warranty.

The Operative Clause:

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) request that the Government of Alberta (Municipal Affairs) open the New Home Buyer Protection Act for review with appropriate consultation from rural stakeholders and small builders and remove the mandatory nature of the new home warranty.

The draft RMA resolution along with the Home Warranty Insurance Regulations has been provided to Council for review.

Administration recommended that Council review the proposed New Home Warranty Resolution and resolve to send the resolution to the next Pembina meeting for approval as presented or amended.

Council requested the following changes:

● Second paragraph under member background:
  ○ "...cost of a home (valued at $342,00) would..." be changed to:
  ○ "...cost of a home (valued at $342,000) would..."
Council General Meeting September 10, 2019

- Strike out last sentence of the fourth paragraph under member background:
  - As a result, there have been many owner builds who opt out of warranty to save the 10% that normally would be attached to contract builds.

  As the County doesn't have the statistics.

Resolution CG20190910.028
MOVED: by Councillor J. Bishop
that Council approve the proposed New Home Warranty Resolution and further that this resolution be sent to the next Pembina meeting for approval as present or amended.

Carried Unanimously

Resolution CG20190910.029
MOVED: by Councillor K. Rooyakkers
that Council recess at 11:59 a.m. until 1:00 p.m.

Carried Unanimously

14. RECESS: 11:59 a.m.

15. RECONVENE: 1:04 p.m.
Mr. Neil Powell, Director of Public Works and Mr. Mike Zajac, Director of Emergency Services, entered the meeting at 1:04 p.m.

16. NEW BUSINESS

16.10 RFQ 2019.3205.19 Large Culvert Installation-Report
The 2019 summer storms have caused significant damage throughout the County. Much of the severe damage has occurred in Divisions 6 and 7. Public Works has stabilized many of the areas, however a few sites remain that need immediate attention.

One of the sites affected is a centerline culvert serving Range Road 31, approximately 2 km north of Hwy 13, and 5 km east of Winfield. The existing 800 mm dia. culvert has split in half resulting in erosion and settlement on the downstream road lane and embankment. The plan is to replace the culvert with a 1200 mm dia. x 41 m long CSP.

With respect to the 2019 West Flood, the County will apply for disaster assistance through the Alberta Emergency Management Agency (AEMA) under the Disaster Recovery Program (DRP), and this project will be one of the sites under application. As part of the DRP, it is most beneficial if work is done by third parties and not by County personnel. Going through a quotation or tender process helps to make the majority of costs eligible under the Disaster Recovery Program.

RFQ 2019.3205.01 Large Culvert Installation was prepared by Public Works and issued to five qualified contractors who have previously worked for the County. The quotation request closed on August 15, 2019 with the following results:

Open Excavation Inc.$131,229.85(low bidder)
Central Construction Group$185,750.00
Prairie Erectors Int'l Inc.$164,297.00
Wilson TollesLtd.$289,000.00
Cunningham Homes Ltd.(did not bid)

Public Works has checked the Open Excavation Inc. bid and has verified that it is compliant with the requirements under the RFQ. The work is scheduled to begin immediately following Council approval with a completion date no later than October 31, 2019.
**FINANCIAL:**

It is estimated that the 2019 West Flood has caused at least $800,000 in damages. To date, the County has spent $187,000 in gravel road repair and re-gravelling. In addition, there are four major sites (including RR 31) that will need recovery. It is expected that these will total approximately $600,000.

Under Executive Limitations Policy 12.4.3, the CAO is authorized to approve capital items up to $100,000. As the low compliant bid from Open Excavation Inc. is over this amount, Council is therefor asked to authorize the Work.

This work is not included in the 2019 Public Works budget and will therefor need to be funded through reserves or an alternate source.

The alternatives are to:

1. Accept the bid from Open Excavation Inc. and award the contract;
2. Resubmit the RFQ for quotations;
3. Undertake the Work with County Personnel; or
4. Attempt a repair to the existing culvert

Administration recommended that RFQ 2019.3205.01 Large Culvert Installation be awarded to Open Excavation Inc. in the amount of $131,229.85.

**Resolution CG20190910.030**

MOVED: by Councillor L. Seely

that Council Award RFQ 2019.3205.01 Large Culvert Installation (Rge. Rd. 31: SE 23-46-3 WSM) to Open Excavation Inc. in the amount of $131,299.85.

Carried Unanimously

Mr. Powell left the meeting at 1:12 p.m.

**16.4 East West Millet Rural Fire Department Society-Financial Statement - Report**

The East West Millet Rural Fire Department Society submitted their financial statements for the year ending December 31, 2018. The Society's bank balance ending December 31, 2018 was $148,072.00. In 2017 the bank balance was $134,143.00.

As per the Funding to Fire Society Departments Bylaw, the County will allot $10,000.00 for operating grants to fire departments after the receipt of the previous year financial statement.

As per the approved 2019 Fire Protection Services Budget, the County will also be providing $2,500.00 as per the cost/share of services grant.

Administration recommended that Council accept the financial statement for the East West Millet Rural Fire Department Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $2,500.00 as per the cost/share of services.

**Resolution CG20190910.031**

MOVED: by Councillor K. Rooyakkers

that Council accept the financial statement for the East West Millet Rural Fire Department Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $2,500.00 as per the cost/share of services.

Carried Unanimously
16.5 Mulhurst Bay and District Fire Protection Society-Financial Statement - Report

The Mulhurst Bay & District Fire Protection Society submitted their financial statements for the year ending December 31, 2018. The Society's bank balance ending December 31, 2018 was $13,726.00. In 2017 the bank balance was $33,007.00.

As per the Funding to Fire Society Departments Bylaw, the County will allot $10,000.00 for operating grants to fire departments after the receipt of the previous year financial statement.

As per the approved 2019 Fire Protection Services Budget, the County will also be providing $8,500.00 as per the cost/share of services grant.

Administration recommended that Council accept the financial statement for the Mulhurst Bay & District Fire Protection Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $8,500.00 as per the cost/share of services.

Resolution CG20190910.032
MOVED: by Councillor L. Seely

that Council accept the financial statement for the Mulhurst Bay & District Fire Protection Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $8,500.00 as per the cost/share of services.

Carried Unanimously

16.6 Wetaskiwin Rural Fire Protection Zone 2 Society-Financial Statement - Report

The Wetaskiwin Rural Fire Protection Zone 2 Society submitted their financial statements for the year ending December 31, 2018. The Societies bank balance ending December 31, 2018 was $183,879.00. In 2017 the bank balance was $89,308.00.

As per the Funding to Fire Society Departments Bylaw, the County will allot $10,000.00 for operating grants to fire departments after the receipt of the previous year financial statement.

As per the approved 2019 Fire Protection Services Budget, the County will be providing $70,697.21 as per the cost/share of services grant.

Administration recommended that Council accept the Financial Statement from the Wetaskiwin Rural Fire Protection Zone 2 Society for period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $70,697.21 as per the cost/share of services grant.

Resolution CG20190910.033
MOVED: by Councillor K. Rooyakkers

that Council accept the Financial Statement from the Wetaskiwin Rural Fire Protection Zone 2 Society for period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $70,697.21 as per the cost/share of services grant.

Carried Unanimously
16.7 Wetaskiwin Zone 5 Fire and Rescue Society – Financial Statement - Report

The Wetaskiwin Zone 5 Fire & Rescue Society submitted their Financial Statement for the year ending December 31, 2018. The Society's bank balance ending December 31, 2018 was $56,195.00. In 2017 the bank balance was $68,681.00.

As per the Funding to Fire Society Departments Bylaw, the County will allot $10,000.00 for operating grants to fire departments after the receipt of the previous year financial statement.

As per the approved 2019 Fire Protection Services Budget, the County will be providing $20,000.00 as per the cost/share of services grant.

Administration recommended that Council accept the Financial Statement for the Wetaskiwin Zone 5 Fire Rescue Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $20,000.00 as per the cost/share of services.

Resolution CG20190910.034

MOVED: by Councillor K. Adair

that Council accept the Financial Statement for the Wetaskiwin Zone 5 Fire Rescue Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $20,000.00 as per the cost/share of services; and further that the County hold these funds in reserve for future construction of a new fire hall.

Carried Unanimously

16.8 Winfield and District Fire Department Society-Financial Statement - Report

The Winfield & District Fire Department Society submitted their financial statements for the year ending December 31, 2018. The Society’s bank balance ending December 31, 2018 was $78,868.02. In 2017 the bank balance was $66,937.15.

As per the Funding to Fire Society Departments Bylaw, the County will allot $10,000.00 for operating grants to fire departments after the receipt of the previous year financial statement.

As per the approved 2019 Fire Protection Services Budget, the County of Wetaskiwin will also be providing $12,000.00 as per the cost/share of services grant.

Administration recommended that Council approves the financial statement for the Winfield & District Fire Department Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $12,000.00 as per the cost/share of services grant.

Resolution CG20190910.035

MOVED: by Councillor L. Seely

that Council approve the financial statement for the Winfield & District Fire Department Society for the period ending December 31, 2018, and in accordance with the Funding to Fire Society Departments Bylaw, allot the $10,000.00 Operating Grant, and in accordance with the approved 2019 Fire Protection Services Budget, provide $12,000.00 as per the cost/share of services grant.

Carried Unanimously

Mr. Zajac left the meeting at 1:19 p.m.
16.1 Road Allowance Lease Renewals to September 2019-Report

Road allowances may be closed and leased to adjoining landowners in accordance with the Municipal Government Act, and County of Wetaskiwin Road Allowance Closure for Lease or Sale Policy 12.0.4. The term of each lease is for a three-year period. Several Road Allowance Leases are due for renewal, as follows:

File 5630-48-1 James & Diana Rowan S/SE 17-45-7-W5M
- Division 7; road closed by Bylaw 90/07
- 4 acres - $80.00/year

File 5630-31-7 Lennard & Christine McFarland E/Lot 1 Plan 0123760 (NE 21-46-1-W5M)
- Division 6; road closed by Bylaw 94/22
- 2.64 acres - $52.80/year

File 5630-37-2 Henry & Linda Davis W/NW 3-46-3-W5M
- Division 6, road closed by Bylaw 88/33
- 4 acres - $80.00/year

File 5630-35-1 Morsan Farms E/SE 8 & E/NE 5-47-2-W5M
- Division 6, road closed by Bylaw 83/06
- 6.6 acres - $132.00/year

File 5630-35-2 Morsan Farms W/SW 10 & W/NW 3-47-2-W5M
- Division 6, road closed by Bylaw 80/12
- 6.9 acres - $139.00/year

As the policy has recently changed, specifically regarding lease fees, a letter was sent to the affected lease holders to advise of the changes; and administration requested confirmation that they were still interested in leasing the road allowance prior to presenting to Council.

A copy of maps showing each road allowance lease was provided.

Administration recommended that Council approve the road allowance lease renewals for a further three (3) year term, in accordance with Road Allowance Closure for Lease or Sale Policy 12.0.4, as follows:

File 5630-48-1 James & Diana Rowan S/SE 17-45-7-W5M
- Division 7; road closed by Bylaw 90/07
- 4 acres - $80.00/year

File 5630-31-7 Lennard & Christine McFarland E/Lot 1 Plan 0123760 (NE 21-46-1-W5M)
- Division 6; road closed by Bylaw 94/22
- 2.64 acres - $52.80/year

File 5630-37-2 Henry & Linda Davis W/NW 3-46-3-W5M
- Division 6, road closed by Bylaw 88/33
- 4 acres - $80.00/year

File 5630-35-1 Morsan Farms E/SE 8 & E/NE 5-47-2-W5M
- Division 6, road closed by Bylaw 83/06
- 6.6 acres - $132.00/year
Resolution CG20190910.036
MOVED: by Councillor K. Rooyakkers that Council approve the road allowance lease renewals for a further three (3) year term, in accordance with Road Allowance Closure for Lease or Sale Policy 12.0.4, as follows:

File 5630-35-2 Morsan Farms W/SW 10 & W/NW 3-47-2-W5M
- Division 6, road closed by Bylaw 80/12
- 6.9 acres - $139.00/year

Carried Unanimously

16.2 Alberta Transportation Proposed Speed Zone Amendment-Hwy 2A & 13-Report

Correspondence was received from Yeayneabeba Hailu, Operations Engineer, Alberta Transportation advising that the City of Wetaskiwin has requested Alberta Transportation to review the current posted speed limit of Highway 2A and Highway 13 entering and exiting the City of Wetaskiwin.

Due to a recent serious motor vehicle collision at the intersection of Highway 13 and 47 Street the City is reducing the speed limit on the portion of Highway 13 under their direction, management and control.

In order to be consistent with the City’s speed limit changes, changes are required to the portion of Highway 2A and Highway 13 under Alberta Transportation’s jurisdiction. Due to the changes made by the City, transitional speed zones when exiting/approaching the city on Highway 13 is also required.

As a result of the review Alberta Transportation is proposing the following changes to the existing speed zones as described below:

- If approaching the City of Wetaskiwin from the north on Highway 2A, a driver would encounter a reduction to 60km/h speed zone from the intersection of Highway 13 until the city corporate limits. This speed limit change was requested by the City of Wetaskiwin.
- If approaching the City of Wetaskiwin from the west on Highway 13, a driver would encounter a speed zone of 60km/h until the city corporate limit (47 street).
- If approaching the City of Wetaskiwin from the east on Highway 13, a driver would encounter a transition speed reduction from 100km/h to 80km/h for 400m prior to entering city corporate limit.

A map outlining the area was provided for Council’s review.

Ms. Hailu requested that Council review the proposed speed zones on Highway 2A and Highway 13 and advise whether Council supports the proposed speed zones.

Administration recommended that Council support the following changes to the existing speed zones as described below:

- If approaching the City of Wetaskiwin from the north on Highway 2A, a driver would encounter a reduction to 60km/h speed zone from the intersection of Highway 13 until the city corporate limits. This speed limit change was requested by the City of Wetaskiwin.
- If approaching the City of Wetaskiwin from the west on Highway 13, a driver would encounter a speed zone of 60km/h until the city corporate limit (47 street).
- If approaching the City of Wetaskiwin from the east on Highway 13, a driver would encounter a transition speed reduction from 100km/h to 80km/h for 400m prior to entering city corporate limit.

Further, Council should discuss whether they would like to amend the speed limit on TWP 464 (Golf Course Road) to connect to this amendment. Currently, the speed limit on TWP 464 west of Hiway 13/2A is 80 km/hr. If no change is made, the County should install 60 km/hr ahead signs prior to the lights.

A discussion ensued on the proposed changes; the length of the 60 km/h zone and that changing speed zones is not going to change drivers breaking the law.

**Resolution CG20190910.037**

MOVED: by Councillor L. Seely

that Council send a letter of non-support to the following changes to the existing speed zones as described below:

- If approaching the City of Wetaskiwin from the north on Highway 2A, a driver would encounter a reduction to 60km/h speed zone from the intersection of Highway 13 until the city corporate limits. This speed limit change was requested by the City of Wetaskiwin.
- If approaching the City of Wetaskiwin from the west on Highway 13, a driver would encounter a speed zone of 60km/h until the city corporate limit (47 street); and
- If approaching the City of Wetaskiwin from the east on Highway 13, a driver would encounter a transition speed reduction from 100km/h to 80km/h for 400m prior to entering city corporate limit.

Carried Unanimously

**16.3 Leduc County-Invitation to Blanket Exercise-Report**

Correspondence was received from Mayor Tanni Doblancko, Leduc County, inviting the County of Wetaskiwin to participate in an educational session, known as a “blanket exercise” that will help elected officials and municipal staff increase their understanding of Indigenous culture and history in Canada.

This blanket exercise is scheduled on September 30, 2019 at the Nisku Recreation Centre. Lunch will be served at noon with the formal blanket exercise taking place from 1:00-4:00 p.m. Up to five elected officials or municipal staff are invited to participate in this exercise. As space is limited, spots will be secured on a first-come basis.
Options for Council’s consideration:

1. Advise who is able to attend the Blanket Exercise on September 30, 2019 at the Nisku Recreation Centre; or

2. Accept the Blanket Exercise as organized by Leduc County as information.

Administration recommended that Council approve the attendance of up to five elected officials or municipal staff to attend the Blanket Exercise on September 30, 2019 at the Nisku Recreation Centre hosted by Leduc County.

Resolution CG20190910.038
MOVED: by Councillor K. Adair

that Council approve the attendance of Reeve Van de Kraats, Councillor Woitt, Councillor Bishop, Councillor Adair and Municipal Intern Naomi Finseth to attend the Blanket Exercise on September 30, 2019 at the Nisku Recreation Centre hosted by Leduc County.

Carried Unanimously

16.9 Regional Chamber of Commerce Luncheon September 13, 2019 - Report

The Regional Chamber of Commerce is hosting a Luncheon on Friday, September 13, 2019 at the Millet Agriplex starting at 11:00 a.m. Featured speakers will be Heather Thomson & Doug Griffiths with the topic of “13 Ways to Kill Commerce”; dedicated to helping communities grow and thrive.

Ticket cost is $30.00 for members and $40.00 for non-members.

Options for Council’s consideration:

1. accept the Regional Chamber of Commerce Luncheon notice as information.

2. advise who is able to attend the Regional Chamber of Commerce Luncheon on Friday, September 13, 2019 at the Millet Agriplex.

Administration recommended that Council advise who is able to attend the Regional Chamber of Commerce Luncheon on Friday, September 13, 2019 at the Millet Agriplex along with Staff approved by CAO, R. Hawken.

Resolution CG20190910.039
MOVED: by Councillor D. Woitt

that Council approve the attendance of Reeve Van de Kraats and Councillor Bishop to attend the Regional Chamber of Commerce Luncheon on Friday, September 13, 2019 at the Millet Agriplex.

Carried Unanimously

17. ADDITION TO AGENDA

Resolution CG20190910.040
MOVED: by Councillor L. Seely

that the addition to the agenda "Horses of Hope" be deemed of a time sensitive nature, unable to wait until the next meeting, pursuant to Procedural Bylaw 2018/04, Section 8.5.

Carried Unanimously

17.1 Horses of Hope

Reeve Van de Kraats advised that he and Councillor Bishop received invitations to attend the Fifth Annual Horses of Hope Fundraiser on September 21, 2019 at the Paul Kalke Ranch. This fundraiser includes dinner and a live and silent auction with proceeds going to Hope Mission.
Resolution CG20190910.041
MOVED: by Councillor K. Rooyakkers

that Reeve Van de Kraats and Councillor Bishop attend the Fifth Annual Horses of Hope Fundraiser on September 21, 2019 at the Paul Kalkke Ranch on behalf of the County of Wetaskiwin.

Carried Unanimously

18. INFORMATION ITEMS

18.1 Information Items to September 10, 2019-Report

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

1. Canadian Walk for Veterans - October 19, 2019
2. FCM Communiques:
   a. Building Vibrant Rural Communities August 8
   b. Growing the Gas Tax Fund August 14
   c. Voice – August 19
   d. Building Better Public Transit August 21, August 26
   e. President’s Corner August 27
   f. Making Housing more Affordable August 28
   g. Voice September 3
3. RMA Circulars:
   a. August 22
4. RMA Member Bulletins
   a. August 16, August 23, August 30

Administration recommended that Council accept the documents provided as information.

Resolution CG20190910.042
MOVED: by Councillor J. Bishop

that Council accept the documents provided as information.

Carried Unanimously

13. UNFINISHED BUSINESS

13.1 Town of Millet ICF (Closed to the Public)-Report

Council will be discussing Town of Millet Intermunicipal Collaboration Framework (ICF) therefore the meeting should be closed to the public, pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and the Freedom of Information and Protection of Privacy Act, Part 1, Division 2 Exceptions to Disclosure, Section 21 Disclosure harmful to intergovernmental relations.

Resolution CG20190910.043
MOVED: by Councillor J. Bishop

that the meeting be closed to the public, at 1:39 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and the Freedom of Information and Protection of Privacy Act, Part 1, Division 2 Exceptions to Disclosure, Section 21 Disclosure harmful to intergovernmental relations to discuss Town of Millet Intermunicipal Collaboration Framework (ICF).

Carried Unanimously
Resolution CG20190910.044
MOVED: by Councillor J. Bishop

that the meeting be opened to the public at 1:46 p.m.

Carried Unanimously

Resolution CG20190910.045
MOVED: by Councillor J. Bishop

that Council request Town of Millet accept the principle of the Intermunicipal Collaboration Framework (ICF) and commit to negotiating final cost sharing agreement details by June 30, 2020.

Carried Unanimously

19. **ADJOURN**

Resolution CG20190910.046
MOVED: by Councillor K. Rooyakkers

that the Council General meeting adjourn at 1:47 p.m.

Carried Unanimously

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

**MINUTES APPROVED:**

Ref: Resolution #