

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL FOR WESTLOCK COUNTY HELD IN THE COUNCIL CHAMBERS AT THE LOCAL ADMINISTRATION BUILDING IN WESTLOCK ON TUESDAY, APRIL 22, 2014**

Members Present

In attendance were Reeve Bud Massey; Councillors Ron Zadunayski, Albert St. Louis, Don Savage, Mel Kroetsch and Dennis Primeau; Manager of Finance & Administration Peggy Hardinge and Executive Assistant Cary Mueller.

Drew Beattie, Rick McDonald, Bert Seatter, Stan Schmode and Tina Viney were in attendance at the Meeting.

Reeve Bud Massey called the Meeting to order at 9:03 a.m.

**Additions and/or deletions to the Agenda:**

Add: Emergent Items:

- a) Jarvie 100<sup>th</sup> Anniversary
- b) Tax Notices

Agenda Adopted #164/14

**Councillor Don Savage:** That the Agenda be adopted, as amended.

Carried 6-0

Rescind & Expunge #105/14  
#165/14

**Councillor Mel Kroetsch:** That Resolution No. 105/14 be rescinded and expunged from the minutes.

Carried 6-0

Rescind & Expunge #108/14  
#166/14

**Councillor Don Savage:** That Resolution No. 108/14 be rescinded and expunged from the minutes.

Carried 6-0

Minutes Adopted #167/14

**Councillor Ron Zadunayski:** That the Minutes of the Special Meeting of Council held March 10 & 11, 2014, be adopted as amended.

Carried 6-0

Minutes Adopted #168/14

**Councillor Dennis Primeau:** That the Minutes of the Regular Meeting of Council held March 21, 2014, be adopted as presented.

Carried 6-0

Minutes Adopted #169/14

**Councillor Albert St. Louis:** That the Minutes of the Special Meeting of Council held April 11, 2014, be adopted as presented.

Carried 6-0

Business from the Minutes #170/14

**Councillor Dennis Primeau:** That Council accept the Business from the Minutes for information as presented.

Carried 6-0

**CORRESPONDENCE:**

1. From Westlock Food Bank, stat information to the end of March 31, 2014.
2. From Growing Forward 2, dated March 17, 2014, information regarding the Growing Forward 2 On-Farm Water Management Program.
3. From Alberta Historical Resources Foundation, dated March 17, 2014, information regarding the Alberta Historical Resources Foundation's Heritage Awards 2014.
4. From Canada Post, dated March 26, 2014, information regarding the potential closure on Saturdays only at the Jarvie Post Office.
5. From Alberta Municipal Affairs, an invitation to provide submissions for the 13<sup>th</sup> annual Minister's Awards for Municipal Excellence.
6. From the Village of Clyde, dated April 1, 2014, a request for financial assistance for a road improvement project as well as an inquiry regarding the fire hall project.

Village of Clyde  
Request  
#171/14

**Councillor Don Savage:** That Administration acquire additional information from the Village of Clyde regarding road improvements on 47<sup>th</sup> Avenue from 50<sup>th</sup> Street to 51<sup>st</sup> Street, and prepare a recommendation for Council's consideration at a future Meeting of Council.

Carried 6-0

7. From GROWTH Alberta, dated April 2, 2014, an invitation to the Annual General Meeting on May 21, 2014.

- Councillor Mel Kroetsch will attend the meeting

8. From Alberta Municipal Affairs Minister Ken Hughes, dated April 7, 2014, information regarding government funding.

Correspondence  
#172/14

**Councillor Albert St. Louis:** That Council accept the correspondence for information as presented.

Carried 6-0

Drew Beattie left the Meeting at 9:19 a.m.

Airport Operational  
Cost-Sharing  
Agreement  
#173/14

**Councillor Ron Zadunayski:** That Administration acquire additional information regarding the Westlock Municipal Regional Airport Operational Cost-Sharing Agreement and present a recommendation to Council for authorization.

Carried 6-0

Westlock Foundation  
#174/14

**Councillor Albert St. Louis:** That Westlock County request representatives from the Westlock Foundation to present their 2014 Capital and Operating Budgets at the May 13, 2014 Regular Meeting of Council.

Carried 6-0

Pembina River  
District Three  
#175/14

**Councillor Dennis Primeau:** That Administration request an item be added to the agenda for the April 28, 2014 Pembina River District Three meeting; training for members of the Sub-division Appeal Board.

Carried 6-0

Tina Viney from Shoemaker, Viney & Friesen presented Council with a draft of the Consolidated Financial Statement and Municipal Financial Information Return for Year Ended December 31, 2013.

Ed Toupin from Athabasca Transmission entered the Meeting at 9:42 a.m.

2013 Financial  
Statement  
#176/14

**Councillor Ron Zadunayski:** That Council accept the Consolidated Financial Statement and Municipal Financial Information Return for Year Ended December 31, 2013 for information as presented.

Carried 6-0

Tina Viney left the Meeting at 10:03 a.m.

Bert Seatter, Stan Schmode and Rick McDonald left the Meeting at 10:03 a.m.

Athabasca  
Transmission

Ed Toupin from Athabasca Transmission was in attendance to present information to Council.

In Camera  
#177/14

**Councillor Dennis Primeau:** That the Meeting go In Camera at 10:04 a.m.

Carried 6-0

Regular Meeting  
#178/14

**Councillor Ron Zadunayski:** That Council return to the Regular Meeting at 10:26 a.m.

Carried 6-0

Ed Toupin left the Meeting at 10:26 a.m.

Reeve Bus Massey recessed the Meeting at 10:26 a.m.

The Meeting reconvened at 10:36 a.m.

Bert Seatter, Stan Schmode and Rick McDonald returned to the Meeting at 10:36 a.m.

Jacolyn Tigert, Manager of Agricultural Services, entered the Meeting at 10:38 a.m.

Farm Family Award  
Committee  
#179/14

**Councillor Don Savage:** That Councillors Ron Zadunayski, Albert St. Louis and Dennis Primeau and Manager Jacolyn Tigert be appointed to a Committee to make a recommendation to Council regarding a nominee for the Northlands Farm Family Award.

Carried 6-0

Bert Seatter left the Meeting at 10:46 a.m. and returned at 10:49 a.m.

Jacolyn Tigert, Manager of Agricultural Services discussed the Provincial ASB Tour being hosted by the County of Newell from July 7<sup>th</sup> to 10<sup>th</sup>, 2014.

Provincial ASB Tour  
#180/14

**Councillor Dennis Primeau:** That Reeve Bud Massey and Councillors Ron Zadunayski, Albert St. Louis and Mel Kroetsch be authorized to attend the 2014 Provincial ASB Tour in the County of Newell.

Carried 6-0

Manager Jacolyn Tigert left the Meeting at 10:54 a.m.

Dane Visscher entered the Meeting at 10:54 a.m.

**EMERGENT ITEMS:**

- a) Jarvie 100<sup>th</sup> Anniversary
  - road to Cash Park
  - placement of sign on County property

Jarvie 100<sup>th</sup>  
Anniversary  
#181/14

**Councillor Dennis Primeau:** That the requests from Jarvie Community Council for road work and placement of a sign be referred to Administration for consideration.

Carried 6-0

Jarvie Grant  
Application  
#182/14

**Councillor Dennis Primeau:** That Administration inquire on the status of a Community Grant application previously submitted by the Jarvie Community Council and report back to Council.

Carried 6-0

Laurie Strutt, Manager of Planning & Development Services entered the Meeting at 11:00 a.m.

Nenita Stranghoener and Peter Tobias entered the Meeting at 11:00 a.m.

Public Hearing  
Pt NE 05-60-23-W4

Council conducted a Public Hearing regarding an application to amend Policy 5.1 of Westlock County's Municipal Development Plan Bylaw No. 18-2003 and Sub-Section 6.3.4.8 of Westlock County's Land Use Bylaw No. 19-2003 to provide for the subdivision of one oversized acreage on the South 80 acres of Pt NE 5-60-23W4.

Nenita Stranghoener was in attendance as the applicant and Peter Tobias was in attendance opposing this application.

Bylaw #05/14  
1<sup>st</sup> Reading  
#183/14

**Councillor Don Savage:** That Bylaw No. 05-2014 receive first reading.

Carried 5-1

Bylaw #05/14  
2<sup>nd</sup> Reading  
#184/14

**Councillor Ron Zadunayski:** That Bylaw No. 05-2014 be given second reading.

Carried 5-1

Consent for  
3<sup>rd</sup> Reading  
#185/14

**Councillor Ron Zadunayski:** That consent be given for Bylaw No. 05-2014 to receive 3<sup>rd</sup> Reading and to be finally passed.

Carried Unanimously

Bylaw #05/14  
3<sup>rd</sup> Reading  
#186/14                      **Councillor Don Savage:** That Bylaw No. 05-2014 receive third reading and be finally passed.  
Carried 6-0

Bylaw #06/14  
1<sup>st</sup> Reading  
#187/14                      **Councillor Ron Zadunayski:** That Bylaw No. 06-2014 receive first reading.  
Carried 5-1

Bylaw #06/14  
2<sup>nd</sup> Reading  
#188/14                      **Councillor Don Savage:** That Bylaw No. 06-2014 be given second reading.  
Carried 5-1

Consent for  
3<sup>rd</sup> Reading  
#189/14                      **Councillor Ron Zadunayski:** That consent be given for Bylaw No. 06-2014 to receive 3<sup>rd</sup> Reading and to be finally passed.  
Carried Unanimously

Bylaw #06/14  
3<sup>rd</sup> Reading  
#190/14                      **Councillor Don Savage:** That Bylaw No. 06-2014 receive third reading and be finally passed.  
Carried 6-0

Bert Seatter left the Meeting at 11:26 a.m. and returned at 11:29 a.m.

Peter Tobias left the Meeting at 11:29 a.m.

Nenita Stranghoener left the Meeting at 11:30 a.m.

Randy Bjorklund from NRCB and Deanne Madsen from Alberta Agriculture and Rural Development entered the Meeting at 11:30 a.m.

Public Hearing  
NE 30-59-24-W4              Council conducted a Public Hearing regarding an application to amend Policy 5.1 of Westlock County's Municipal Development Plan Bylaw No. 18-2003 and Sub-Section 6.2.4.1 of Westlock County's Land Use Bylaw No. 19-2003 to provide for the subdivision of one oversized acreage on the NE 30-59-24-W4.

Dane Visscher was in attendance as the applicant for this hearing.

Bylaws #07/14 &  
08/14 Tabled  
#191/14                      **Councillor Albert St. Louis:** That Bylaws No. 07-2014 and No. 08-2014 be tabled until a revised site plan is provided.  
Carried 6-0

NRCB/Alberta  
Agriculture  
Presentation                      Deanne Madsen from Alberta Agriculture and Rural Development and Randy Bjorklund from NRCB made a presentation to Council regarding Confined Feeding Operations.

Bert Seatter and Stan Schmode left the Meeting at 12:30 p.m.

Deanne Madsen and Randy Bjorklund left the Meeting at 1:08 p.m.

Stan Schmode returned to the Meeting at 1:08 p.m.

Councillors Albert St. Louis and Dennis Primeau left the Meeting at 1:08 p.m.

The property owners of NE 11-57-27-W4 have submitted an application to subdivide a 4.94 acre (+/-) parcel for country residential purposes.

NE 11-57-27-W4  
#192/14

**Councillor Don Savage:** That Council accept the recommendation of the Municipal Planning Commission regarding the subdivision application dealing with the NE 11-57-27-W4 and recommend the approval of the subdivision application, subject to:

- The applicants enter into a Development Agreement with Westlock County.
- An approach be constructed to proposed Parcel A to the specifications and satisfaction of Westlock County.

Carried 4-0

The property owner of NE 34-58-26-W4 has submitted an application to subdivide a 10.59 acre (+/-) parcel for country residential purposes.

NE 34-58-26-W4  
#193/14

**Councillor Ron Zadunayski:** That Council accept the recommendation of the Municipal Planning Commission regarding the subdivision application dealing NE 34-58-26-W4 and recommend the approval of the subdivision application, subject to:

- The applicant enters into a Development Agreement with Westlock County.
- An approach be constructed to the remainder of the quarter to the specifications and satisfaction of Westlock County.
- That prior to endorsement of an instrument effecting this plan, the Subdivision Authority and the County receive a Real Property Report or a Building Site Certificate prepared by an Alberta Land Surveyor which indicates the distances between the sewage disposal facilities (including septic tanks and sewer discharge points) on the subject lands to the existing and proposed property boundaries.
- That, based on the Building Site Certificate or Real Property Report, the proposed parcel be revised so that all sewage disposal tanks are a minimum of 1m (3.25 ft.) from the proposed property boundaries and, further, so that all sewage discharge points on the subject lands is 90m (300 ft.) from the new proposed property boundaries or from the definable yard site or whichever is greater.
- The registered owner and/or Developer may wish to explore the possibility of obtaining a variance from Alberta Municipal Affairs.

Carried 4-0

The property owners of Pt. SW 18-60-25-W4 have submitted an application to subdivide two additional parcels for country residential purposes.

Pt. SW 18-60-25-W4  
#194/14

**Councillor Don Savage:** That Council accept the recommendation of the Municipal Planning Commission regarding the subdivision application dealing with the SW 36-61-26-W4 and recommend the approval of the subdivision application, subject to:

- The applicants enter into a Development Agreement with Westlock County.
- The two proposed parcels share a dual approach for access.

Carried 3-1

Hank Brzezinski from BRZ Partnership Architecture Inc. entered the Meeting at 1:17 p.m.

The property owners of NE 25-57-27-W4 have submitted an application to subdivide one 17.6 acre (+/-) country residential parcel.

NE 25-57-27-W4  
#195/14

**Councillor Don Savage:** That Council accept the recommendation of the Municipal Planning Commission regarding the subdivision application dealing with the NE 25-57-27-W4 and recommend the approval of the subdivision application, subject to:

- The applicants enter into a Development Agreement with Westlock County.

Carried 4-0

The property owners of SW 16-59-01-W5 have submitted an application to subdivide a 5 acre (+/-) parcel for country residential purposes.

SW 16-59-01-W5  
#196/14

**Councillor Ron Zadunayski:** That Council accept the recommendation of the Municipal Planning Commission regarding the subdivision application dealing with the SW 16-59-01-W5 and recommend the approval of the subdivision application, subject to:

- The applicants enter into a Development Agreement with Westlock County.

Carried 4-0

Councillors Albert St. Louis and Dennis Primeau returned to the Meeting at 1:21 p.m.

Manager Laurie Strutt left the Meeting at 1:22 p.m.

Rick McDonald and Stan Schmode left the Meeting at 1:23 p.m.

In Camera  
#197/14

**Councillor Don Savage:** That the Meeting go In Camera at 1:23 p.m. to discuss a legal matter.

Carried 6-0

Regular Meeting  
#198/14

**Councillor Dennis Primeau:** That Council return to the Regular Meeting at 1:55 p.m.

Carried 6-0

Rick McDonald and Stan Schmode returned to the Meeting at 1:55 p.m.

Bevin McNelly entered the Meeting at 1:55 p.m.

- Request for Banning  
ATV's
- Bevin McNelly presented concerns regarding ATV usage during the fire hazard periods and is requesting that they are banned at the times when the risk of fires is most severe.
- John Biro, Westlock County Regional Fire Chief, Erik Nickolson Westlock County Peace Officer and Darrell Kentner, District Approvals Manager, Upper Athabasca Region, Environment and Sustainable Resource Development, entered the Meeting at 1:57 p.m.
- Stan Schmode left the Meeting at 2:04 p.m.
- Fire Chief John Biro and Manager Darrell Kentner provided input regarding the request from Bevin McNelly.
- Crown Land  
Regulations &  
Legislature  
#199/14
- Councillor Ron Zadunayski:** That Administration acquire information regarding the regulations and legislature relating to Crown Land and present a recommendation regarding fires and fire protection at the May 13, 2014 Regular Meeting of Council.
- Carried 6-0
- Bevin McNelly, Fire Chief John Biro, Peace Officer Erik Nickolson and Manager Darrell Kentner left the Meeting at 2:19 p.m.
- Rick McDonald and Stan Schmode left the Meeting at 2:20 p.m.
- In Camera  
#200/14
- Councillor Don Savage:** That the Meeting go In Camera at 2:20 p.m. to discuss a legal matter.
- Carried 6-0
- Hank Brzezinski from BRZ Partnership Architecture Inc. left the Meeting at 2:36 p.m.
- Regular Meeting  
#201/14
- Councillor Mel Kroetsch:** That Council return to the Regular Meeting at 2:52 p.m.
- Carried 6-0
- Rick McDonald and Stan Schmode returned to the Meeting at 2:53 p.m.
- Laurie Strutt, Manager of Planning & Development Services returned to the Meeting at 2:54 p.m.
- CAO Contract  
#202/14
- Councillor Ron Zadunayski:** That Council repeal the contract of Edward LeBlanc as Westlock County Chief Administrative Officer by mutual agreement.
- Carried 6-0
- Interim Chief  
Administrative  
Officer  
#203/14
- Councillor Ron Zadunayski:** That Council appoint Rick McDonald as the Interim Chief Administrative Officer of Westlock County effective April 22, 2014.
- Carried 6-0
- Amend Policy  
No. 12.01  
#204/14
- Councillor Ron Zadunayski:** That Council authorize the amendments to Policy No. 12.01; Development Permit & Subdivision Applications Fee Schedule as presented.
- Carried 5-1



Policy No. 12.01  
Effective Date  
#205/14      **Councillor Ron Zadunayski:** That the effective date for amended Policy No. 12.01 be June 1, 2014.  
Carried 6-0

Amend Policy  
No. 12.02  
#206/14      **Councillor Dennis Primeau:** That Council amend Policy No. 12.02; Subdivision/Development Appeal Fee, changing the fee to initiate an appeal to \$50.00 for the adjacent landowner and \$500.00 for the applicant.  
Carried 4-2

Amend Policy  
No. 12.02  
#207/14      **Councillor Don Savage:** That Council amend Policy No. 12.02; Subdivision/Development Appeal Fee, changing the fee to initiate an appeal to \$100.00 for the adjacent landowner and \$500.00 for the applicant.  
Carried 6-0

Manager Laurie Strutt left the Meeting at 3:09 p.m.

Payment to BRZ  
Partnership  
Architecture Inc.  
#208/14      **Councillor Don Savage:** That Council authorize payment of cheque #20110 in the amount of \$3,169.69 to BRZ Partnership Architecture Inc.  
Carried 6-0

Councillor Albert St. Louis left the Meeting at 3:11 p.m.

**Emergent Items cont'd:**

b) Tax Notices

Prepare and Send Out  
Survey  
#209/14      **Councillor Ron Zadunayski:** That Administration develop a short survey regarding the Prioritizing of County Services and present it to Council for consideration.  
Carried 5-0

Accounts for  
Payment  
#210/14      **Reeve Bud Massey** That the Accounts for Payment in the amount of \$1,303,155.04 be approved for payment.  
Carried 5-0

Financial Report  
#211/14      **Councillor Don Savage:** That Council accept the Financial Report for the period ending March 31, 2014 as presented for information.  
Carried 5-0

Committee Reports  
#212/14      **Councillor Dennis Primeau:** That the Committee Reports be deferred to the May 13, 2014 Regular Meeting of Council.  
Carried 5-0

Consulting Contract  
J.R. McDonald &  
Associates Inc.  
#213/14      **Councillor Dennis Primeau:** That Reeve Bud Massey and Deputy Reeve Jim Wiese be authorized to enter into an agreement for consulting services with J.R. McDonald & Associates Inc.  
Carried 5-0

Adjourn  
#214/14

**Councillor Don Savage:** That the Meeting be adjourned at 3:29 p.m.

Carried 5-0

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Reeve

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Administrator