

## MINUTES

Yellowhead County Council held a council meeting on November 24, 2009 at 9:30 a.m. in the Council Chambers, at the Yellowhead County Administration Building in Edson, Alberta.

### COUNCILLORS PRESENT:

Gerald Soroka, Mayor  
Jay Lowe, Deputy Mayor & Councillor, Division No. 3  
George Webster, Councillor, Division No. 1  
Ewald Kwirant, Councillor, Division No. 2  
Larry Richter, Councillor, Division No. 4  
William Velichko, Councillor, Division No. 6  
Roxanne Scherger, Councillor, Division No. 7  
Lavone Olson, Councillor, Division No. 8

### COUNCILLORS ABSENT:

Vacant – Councillor, Division No. 5

### ADMINISTRATION PRESENT:

Jack Ramme, Chief Administrative Officer  
Linde Proskow, Council/ Recording Secretary  
Catherine Adair, Communications Coordinator  
Don O'Quinn, Director of Infrastructure Services  
Debbie Charest, Director of Community and Protective Services  
Cory Chegwyn, Fire Chief  
Barb Lyons, Director of Corporate and Planning Services  
Brent Shepherd, Planning and Development Manager  
Jan Karasek, Planning and Development/ Subdivision Officer

Mayor Soroka called the council meeting to order at 9:30 a.m.

#### 1.1 ADOPTION OF THE NOVEMBER 24, 2009 REGULAR COUNCIL MEETING AGENDA

RES 388-11-24-09 MOVED BY Councillor Scherger that Council adopts the November 24, 2009 regular council meeting agenda as presented.  
CARRIED UNANIMOUSLY

#### 2.1 ADOPTION OF THE NOVEMBER 9, 2009 COMMITTEE OF THE WHOLE MEETING MINUTES

RES 389-11-24-09 MOVED BY Councillor Kwirant that Council adopts the November 9, 2009 Committee of the Whole meeting minutes as presented.  
CARRIED UNANIMOUSLY

#### 2.2 ADOPTION OF THE NOVEMBER 10, 2009 REGULAR COUNCIL MEETING MINUTES

RES 390-11-24-09 MOVED BY Councillor Olson that Council adopts the November 10, 2009 regular council meeting minutes as presented.  
CARRIED UNANIMOUSLY

#### 2.3 ADOPTION OF THE NOVEMBER 10, 2009 PUBLIC HEARING MINUTES FOR BYLAW NO. 25.09

RES 391-11-24-09 MOVED BY Councillor Webster that Council adopts the November 10, 2009 Public Hearing minutes for Bylaw No. 25.09 as presented.  
CARRIED UNANIMOUSLY

#### 2.4 ADOPTION OF THE NOVEMBER 10, 2009 PUBLIC HEARING MINUTES FOR BYLAW NO. 27.09

RES 392-11-24-09 MOVED BY Councillor Velichko that Council adopts the November 10, 2009 Public Hearing minutes for Bylaw No. 27.09 as presented.  
CARRIED UNANIMOUSLY

#### 3.1 IN-CAMERA SESSION

RES 393-11-24-09 MOVED BY Councillor Kwirant that Council enters into an In-Camera Session at 9:32 a.m. to discuss a land issue.  
CARRIED UNANIMOUSLY

RES 394-11-24-09 MOVED BY Councillor Kwirant that Council ends the In-Camera Session at 10:21 a.m.  
CARRIED UNANIMOUSLY

Mayor Soroka recessed the meeting at 10:21 a.m.  
Mayor Soroka reconvened the meeting at 10:29 a.m.

#### **4.1 ATHABASCA WATERSHED COUNCIL**

Councilor Olson had represented the interests of Yellowhead County on the Initiators Group of the Athabasca Watershed committee. The group had now formed its vision and goals and was now moving forward. As part of the process, the Athabasca Watershed Planning and Advisory Council (WPAC) were seeking nominations for its Board of Directors.

Attached to the agenda package for Council information was the required nomination form, and as Council wished to have continued input, Councilor Olson had been nominated as a Director.

Res 395-11-24-09

MOVED BY Councillor Webster that Council supports the nomination of Councilor Lavone Olson as a Director on the Athabasca Watershed Council.

CARRIED UNANIMOUSLY

#### **6.1 ADOPTION OF YELLOWHEAD COUNTY SOCIAL TRANSPORTATION GRANTS POLICY 5100.02**

Administration advised that policy 5100.02 Social Transportation Grants, attached to the agenda package was an updated version of Policy 71.02 which was passed by Council in April 2002. The policy was reformatted and some of the guidelines were clarified. It was, however, true to the intent of the original policy which was to provide direction for funding support of social transportation services to Yellowhead County residents that had mobility issues.

RES 396-11-24-09

MOVED BY Councillor Kwirant that Council approves Yellowhead County Policy 5100.02 Social Transportation Grants as presented.

CARRIED UNANIMOUSLY

#### **6.2 THIRD READING OF BYLAW NO. 29.09, BEING A BYLAW TO REGULATE THE SALE, POSSESSION, STORAGE AND USE OF EXPLOSIVES IN YELLOWHEAD COUNTY**

On November 10, 2009 Administration had presented Bylaw No. 29.09, being a bylaw to regulate the Possession, Storage, Use or Sale of any Explosive within Yellowhead County for first, second and third reading. Council subsequently passed first and second reading but when Bylaw No. 29.09 was presented for third reading it did not receive a unanimous vote, therefore third reading was not given at that time.

Administration presented Bylaw No. 29.09 for third and final reading. Bylaw No. 29.09 effectively banned the sale, possession and use of low hazard fireworks within Yellowhead County. Use of high hazard performance grade fireworks by a licensed pyrotechnician was permitted under this bylaw.

**THIRD READING**  
RES 397-11-24-09

MOVED BY Councillor Webster that Council gives Bylaw No. 29.09, being a bylaw to regulate the Possession, Storage, Use or Sale of any Explosive within Yellowhead County third and final reading.

CARRIED

#### **6.3 YELLOWHEAD COUNTY FIRE DEPARTMENT OPERATIONAL GRANT POLICY NO. 23.06**

Administration advised that the Fire Department Operational Grant Policy 23.06 was passed in 1997 and provided for an unconditional grant to be payable to all Yellowhead County fire districts. The grant had been \$3,500 per fire district for several years and had been used for items determined by the districts such as equipment, clothing, food, etc. for the benefit of their volunteer members. The policy also required that the districts maintain status as a registered non-profit society and that they must submit a financial report annually with regard to the disposition of the previous year's grant.

The recommendation that the policy be rescinded was based upon the following:

- Yellowhead County was moving forward on providing remuneration for volunteer firefighters,
- Yellowhead County provided for the operational needs of fire districts, and the districts were not required to fund raise for approved equipment or supplies, and fire equipment needed to be in the name and possession of Yellowhead County,
- The hospitality and general supply expenses incurred by fire districts would be handled through Yellowhead County's accounts payable system,

- Some of the fire districts had difficulty maintaining societal status and reporting on their grants.

RES 398-11-24-09

MOVED BY Councillor Scherger that Council rescinds Fire Department Operational Grant Policy 23.06.

CARRIED UNANIMOUSLY

#### **6.4 YELLOWHEAD COUNTY VOLUNTEER FIREFIGHTER REMUNERATION**

Councillor Lowe declared a pecuniary interest as he was a District Chief with District 8 Niton Junction Fire Department and left the Council Chambers at 10:51 a.m.

Administration advised that the August 17, 2009 Committee of the Whole had discussed the provision of monetary compensation to volunteer firefighters. Administration had been directed to proceed with a bylaw and inclusion of the costs in the 2010 budget.

Policy 2000.08 Volunteer Firefighter Remuneration, attached to the agenda package, provided for:

- Hourly rates of pay based on position as either a Probationary Member, a Firefighter or an Officer,
- Payment for emergency response from the time of arrival at the station until the time of departure,
- Payment for a maximum of two hours for in-house, non-certified training,
- Payment of an honorarium plus expenses for certified training,
- A monthly stipend for District Chiefs based on the Level of Service of their district hall.

The Policy Statement clarified that the pay was not consistent with a staff position and that some activities were not eligible for remuneration. The policy listed the activities that were eligible - all other activities were deemed not eligible.

The costs related to policy 2800.08 were included in the 2010 interim budget.

The contents of policy 2800.08 had been discussed with the District Fire Chiefs who had in turn discussed it with the firefighters. There was general agreement with the provisions included in the policy and it was seen as a positive step to recognize both the contribution and the professionalism of the County firefighters. It also rectified the issue that currently Yellowhead County had unpaid volunteers working along side paid volunteers from neighbouring urban fire departments.

RES 399-11-24-09

MOVED BY Councillor Richter that Council approves Volunteer Firefighter Remuneration Policy 2008.02 as presented.

COUNCILLOR LOWE, ABSENT  
CARRIED UNANIMOUSLY

Councillor Lowe returned to the meeting at 11:09 a.m.

#### **7.1 FINANCIAL REPORTS – OCTOBER 2009**

Administration advised that the following financial reports had been reviewed by Council:

- Short Term and Long Term Investment Report to November 10, 2009.
- Financial Summary for October 2009.
- Payroll report for Salary, Council and Wage Staff for October 2009 in the amount of \$281,271.76.
- Salary and Benefit Disclosure to October 31, 2009.
- Listing of paid accounts for October 2009 (Cheques No. 66769 – 67090) in the amount of \$4,406,907.08.

RES 400-11-24-09

MOVED BY Councillor Webster that Council accepts the financial information as presented, being the Short Term and Long Term Investment report to November 10, 2009, the Financial Summary for October 2009, the Payroll report for Salary, Council and Wage Staff for October 2009 in the amount of \$281,271.76, Salary and Benefit Disclosure to October 31, 2009 and a listing of paid accounts for October 2009 (Cheque No's. 66769 - 67090) in the amount of \$4,406,907.08.

CARRIED UNANIMOUSLY

## 7.2 COUNCILLOR COMPUTER EQUIPMENT

Administration advised that Policy 1100.04 governed Council computer usage/equipment and included a provision for Council members to purchase the equipment provided to them at a reduced prescribed rate upon the end of their term or their resignation. A laptop and hardware equipment for Internet service installed at the home had been provided to a Yellowhead County Councillor who resigned from Council in 2009. The laptop had been returned to Yellowhead County however an issue arose with regard to the internet hardware equipment that had been installed at the home.

The retired councillor had sold their home and after some discussion it appeared that the hardware equipment was sold with the house and that they were not aware that the equipment did not belong to them. The current homeowner informed Yellowhead County that the equipment belonged to them as it was sold as chattels included with the house and further advised that if the County wished to remove the equipment they expected the roof repaired and no footprint to remain from the equipment.

Due to the depreciated value of \$255.00 for the equipment, the workload and potential repairs required, it was in the best interests of Yellowhead County to leave the equipment installed at the home and not pursue the matter any further.

RES 401-11-24-09 MOVED BY Councillor Olson that Council approves the write off of the outstanding costs, being \$255.00, associated with the removal of computer equipment previously provided at the home of a retired Councillor.  
CARRIED UNANIMOUSLY

## 8.1 COUNCIL AND COUNCIL COMMITTEES SCHEDULE

Council reviewed the Council and Council Committees Schedule.

RES 402-11-24-09 MOVED BY Councillor Kwirant that Council accepts for information the Council and Council Committees Schedule with the following amendment:  
- Add to December 3, 2009 "ASB at 9:30 a.m."  
CARRIED UNANIMOUSLY

## 8.2 COUNCIL INFORMATION PACKAGE DATED NOVEMBER 19, 2009

Council reviewed the Council Information Package dated November 19, 2009.

RES 403-11-24-09 MOVED BY Councillor Velichko that Council accepts for information the Council Information Package dated November 19, 2009 as previously circulated.  
CARRIED UNANIMOUSLY

## 9.1 YELLOWHEAD COUNTY FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS) BOARD MINUTES DATED SEPTEMBER 15, 2009

RES 404-11-24-09 MOVED BY Councillor Kwirant that Council accepts for information the Family and Community Support Services (FCSS) board minutes dated September 15, 2009.  
CARRIED UNANIMOUSLY

## 11.0 MEDIA ENQUIRIES

The media had the following questions:

- 1) With regard to the fireworks bylaw No. 29.09 – Residents were not able to purchase fireworks in Yellowhead County but were able to purchase them in either Edson or Hinton?  
*Council advised that Edson Council had stated that fireworks were banned in Edson, but did not have a bylaw to that effect.*

In the past, in order to discharge fireworks a person was required to have a permit from SRD (Sustainable Resource Development)?  
*Administration advised that a person was required to have a permit, but that the required permit was usually not obtained from SRD.*

Mayor Soroka recessed the meeting at 11:20 a.m.  
Mayor Soroka reconvened the meeting at 11:25 a.m.

## 12.0 IN-CAMERA SESSION

RES 405-11-24-09 MOVED BY Councillor Richter that Council enters into an In-Camera Session at 11:26 a.m. to discuss a land and personnel issue.  
CARRIED UNANIMOUSLY

RES 406-11-24-09      MOVED BY Councillor Olson that Council ends the In-Camera Session at 12:10 a.m.  
  
CARRIED UNANIMOUSLY

RES 407-11-24-09      MOVED BY Councillor Scherger that Council authorizes Administration to enter into lease agreements with Coal Valley Resources for the purpose of a weather station and three wells for monitoring water quantity and quality;

AND THAT the lease agreement included the following lands:

Coalspur area:

- Weather Station (15 metre x 15 metre)      LSD 3 of SW 33-48-21-W5M
- Monitor Well #1 (5 metre x 5 metre)      LSD 10 of NE 33-48-21-W5M

Robb Area:

- Monitor Well #2 (5 metre x 5 metre)      LSD 4 of SW 23-49-21-W5M
- Monitor Well #3 (5 metre x 5 metre)      LSD 3 of SW 14-49-21-W5M;

AND THAT the lease was contingent on Coal Valley Resources supplying Yellowhead County with exact land locations required for the leases.

CARRIED UNANIMOUSLY

Mayor Soroka recessed the meeting at 12:11 p.m.  
Mayor Soroka reconvened the meeting at 1:30 p.m.

**3.1 GRANDE ALBERTA ECONOMIC REGION (GAER) - SCHEDULED PUBLIC PRESENTATION**

Mark Butikofer, consultant/facilitator for GAER submitted a presentation to Council with regard to Yellowhead County's Community Diversification Plan. Discussion included

- GAER was working with Yellowhead County and members of the community to develop a plan that would help foster diversification and economic development throughout the county.
- The four priority areas highlighted were:
  - 1) Developing tourism
  - 2) Developing bio-energy and bio-refining industries
  - 3) Developing value-added manufacturing
  - 4) Increasing community volunteerism, engagement and leadership.

RES 409-11-24-09      MOVED BY Councillor Lowe that Council adjourns the regular council meeting at 3:24 p.m.  
  
CARRIED UNANIMOUSLY

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MAYOR, Gerald Soroka

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CHIEF ADMINISTRATIVE OFFICER, Jack Ramme