

MINUTES OF THE COUNCIL BUDGET MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS IN BRAZEAU COUNTY ON THURSDAY, 2017 11 23

CALL TO ORDER

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

PRESENT

B. Guyon, Reeve
H. Swan, Councillor
D. Wiltse, Councillor
S. Wheale, Councillor
M. Gressler, Councillor
A. Heinrich, Councillor
K. Westerlund, Councillor
M. Schoeninger, Chief Administrative Officer
T. Kwirant, Executive Assistant
C. Whalen, Administrative Assistant
B. Christie, Director of Corporate Services
N. Tank, Finance Manager
C. Swap, Finance Coordinator
B. Kok, Finance Intern
J. Beniuk, Municipal and Community Grants Coordinator
M. Klassen, Safety Coordinator
L. Chambers, Director of Community Services
T. Thomson, Fire Chief
W. Rossouw, Director of Public Works and Infrastructure
B. Sakalley, Project Manager
Z. Khokhar, Project Manager
Y. Wang, Junior Civil Engineering Technologist
J. Durkee, Administrative Assistant
M. Verhaeghe, Director of Planning and Development

ADDITION TO AND ADOPTION OF AGENDA

Addition to and Adoption of Agenda

1507/17 Moved by S. Wheale to approve the agenda as amended:

1. b) Advisement of jackhammer noise
2. Information Session on Road Infrastructure
b) Forms
3. Corporate Services
d) Foyer Improvements - H. Swan

4. Planning & Development
 - b) Parks Day - M. Gressler

6. Annual Budget Binder
 - b) Replace TAB 2, TAB 7 and TAB 11

7. In-Private
 - c) Monetary Issues - *FOIP Section 21*

CARRIED UNANIMOUSLY

1508/17 Moved by K. Westerlund to move the in-private item 7 c) to now on the agenda.

CARRIED UNANIMOUSLY

1509/17 Moved by D. Wiltse that the Council Budget Meeting of November 23, 2017 go "in-private" at 9:03 a.m. for the purpose of discussing Monetary Issues – *FOIP Section 21 Disclosure Harmful to Intergovernmental Relations*.

CARRIED UNANIMOUSLY

CAO, M. Schoeninger attended the in-private session for the Monetary Issue *FOIP Section 21 Disclosure Harmful to Intergovernmental Relations* and exited at 9:27 a.m.

1510/17 Moved by H. Swan that the Council Budget Meeting of November 23, 2017 come out of "in-private" at 9:28 a.m.

CARRIED UNANIMOUSLY

**BUSINESS
ARISING**

Business Arising

None

**URGENT
ITEMS**

Urgent Items

None

**ROAD INFRASTRUCTURE
AND ROAD USE
AGREEMENTS**

Information Session on Road Infrastructure and Road Use Agreements

W. Rossouw, B. Sakalley and Z. Khokhar provided a presentation of the premise of the ten-year road plan, policies and procedures, road inventory, classifications and criteria for road upgrade and rebuilds, the minimum design standards, and road use agreements.



1511/17 Moved by D. Wiltse to change the language "political will" to "public will."

CARRIED UNANIMOUSLY

1512/17 Moved by K. Westerlund that we receive the Road Infrastructure and Road Use report as information.

CARRIED UNANIMOUSLY

Reeve B. Guyon called for a break at 10:34 a.m. and the meeting resumed at 10:47 a.m.

J. Durkee and Y. Wang left the meeting at 10:34 a.m.

**CORPORATE
SERVICES**

Corporate Services

Council Computer Options Policy FIN-13

B. Christie presented options for the purchase of computers for council use.

1513/17 Moved by M. Gressler that council authorizes the purchase of a computer and / or the provision of a computer by Brazeau County to a maximum value of \$2,200.00 upon submission of receipts, retroactive to the commencement of this term.

CARRIED UNANIMOUSLY

1514/17 Moved by M. Gressler that Council authorize retroactive payment for any councilors' computers hardware and software that have been purchased in the last year, upon provision of receipts, up to a maximum amount of \$2,200.00.

CARRIED UNANIMOUSLY

Seniors Foundation Funding

C. Swap gave an update report on the calculation of options for Senior Foundation Funding.

1515/17 Moved by H. Swan to receive the seniors requisition options for information.

CARRIED UNANIMOUSLY

Proposed Assessment Year Modifiers 2018 Tax Year

C. Swap gave an update report on the proposed Assessment Year Modifiers for the 2018 Assessment.

1516/17 Moved by S. Wheale that we table the Proposed Assessment Year Modifiers 2018 Tax Year until after lunch.

CARRIED UNANIMOUSLY



Foyer Improvements

H. Swan suggested improvements to the administration building foyer to make it more welcoming to the public. Ideas suggested: a screen displaying loops of images of events in the community i.e. rodeo, seniors, 4H etc. Provide a large urn of coffee during council meetings and a smaller one on other days. Provide donuts during council meetings and just cookies for regular days. Rearrange the furniture to make it comfortable to sit and watch the screen. Look at the banks for examples. Images can include in-house awards and the photos featured in newsletter. Provide more pamphlets and information in the lobby.

1517/17 Moved by H. Swan that Administration do some costing and bring back a budget amount for us of \$5,000.00 on improving the lobby.

H. Swan asked permission to have her motion removed.

1518/17 Moved by A. Heinrich to allow H. Swan to withdraw her motion.
CARRIED UNANIMOUSLY

MOTION 1517/17 WITHDRAWN

1519/17 Moved by A. Heinrich to authorize Administration to remodel the foyer, as discussed, with a \$5,000.00 budget.

CARRIED UNANIMOUSLY

PLANNING & DEVELOPMENT

Planning and Development

Hamlet Off-Site Levy Bylaw

M. Verhaeghe provided an update report regarding the off-site levy bylaw review.

Reeve B. Guyon relinquished the chair to Deputy Reeve M. Gressler to make comments.

1520/17 Moved by H. Swan that we receive the off-site levy document for information.

CARRIED UNANIMOUSLY

1521/17 Moved by K. Westerlund to direct Administration to prepare a draft updated offsite levy bylaw for the first meeting in March 2018.

CARRIED UNANIMOUSLY

Reeve B. Guyon resumed the chair.



RECESS FOR LUNCH

1522/17 Moved by K. Westerlund that the Council Budget meeting of November 23, 2017 recess for lunch at 11:57 p.m. for 30 minutes.

CALL TO ORDER

Reeve B. Guyon called the meeting to order at 1:30 p.m.

PRESENT

H. Swan, Councillor
D. Wiltse, Councillor
S. Wheale, Councillor
M. Gressler, Councillor
A. Heinrich, Councillor
K. Westerlund, Councillor
M. Schoeninger, Chief Administrative Officer
T. Kwirant, Executive Assistant
C. Whalen, Administrative Assistant
B. Christie, Director of Corporate Services
N. Tank, Finance Manager
C. Swap, Finance Coordinator
B. Kok, Finance Intern
J. Beniuk, Municipal and Community Grants Coordinator
M. Klassen, Safety Coordinator
L. Chambers, Director of Community Services
T. Thomson, Fire Chief
W. Rossouw, Director of Public Works and Infrastructure
B. Sakalley, Project Manager
Z. Khokhar, Project Manager
M. Verhaeghe, Director of Planning and Development

ABSENT

B. Guyon, Reeve

Parks Day

M. Gressler presented the request from Eagle Points Blue Rapids for funding for Parks Day.

1523/17 Moved by K. Westerlund that we table this item until just before adjournment of the meeting.

CARRIED UNANIMOUSLY



**PUBLIC WORKS &
INFRASTRUCTURE**

Public Works & Infrastructure

Garbage Collection Options

W. Rossouw provided an update report regarding the possibilities of garbage collection in the County.

1524/17 Moved by K. Westerlund to receive the update report for information and direct Administration to bring it back on November 28 or 29, 2017.

CARRIED UNANIMOUSLY

Reeve B. Guyon joined the meeting at 12:37 p.m. and assumed the chair.

Old Public Works Shop Retrofit for Agricultural Society Use

W. Rossouw presented an update report on the old shop retrofits.

1525/17 Moved by H. Swan that the report on the Old Public Works Shop Retrofits be moved to November 28 or 29, 2017.

CARRIED UNANIMOUSLY

C. Loose and S. Allen joined the meeting at 12:40 p.m.

1526/17 Moved by M. Gressler to bring back tabled item 3 c).

CARRIED UNANIMOUSLY

Proposed Assessment Year Modifiers 2018

B. Christie and C. Swap clarified the data on the spreadsheets in the Proposed Assessment Year Modifiers report.

1527/17 Moved by D. Wiltse to receive the report for information.

CARRIED UNANIMOUSLY

1528/17 Moved by M. Gressler to bring back item 4 b) to the table.

CARRIED UNANIMOUSLY

Parks Day

B. Christie confirmed the previous year's amount of funding provided by the County was \$1,500.00 for the Parks Day event.

Reeve B. Guyon relinquished the chair to Deputy Reeve M. Gressler to make comments.

1529/17 Moved by K. Westerlund that we approve \$1,500.00 to come from FIN-7 Cultural in 2018, for the Eagle Point Blue Rapids Council Parks Day in July 2018.



IN FAVOUR

S. Wheale

H. Swan

B. Guyon

K. Westerlund

D. Wiltse

M. Gressler

OPPOSED

A. Heinrich

CARRIED

Reeve B. Guyon resumed the chair.

**BUDGET
DISCUSSIONS**

TAB 1

TAB 1 Organizational Chart and Overview

M. Schoeninger provided an overview of the budget practices and process, legal obligations, organizational chart and service parameters of the departments.

B. Christie introduced the budget and provided general comments and an explanation of the process and presentation of the budget.

1530/17 Moved by A. Heinrich that we have code 200 broken into legal and contracted services for the entire budget.

CARRIED UNANIMOUSLY

1531/17 Moved by S. Wheale that the break down for all the listings of the numbers on Tab 1 page 5 be brought back to Council.

CARRIED UNANIMOUSLY

1532/17 Moved by H. Swan that we continue with this proceeding, but sometime before we vote on this budget that Administration has time to look at Council's post-election round-up list.

IN FAVOUR

A. Heinrich

S. Wheale

H. Swan

B. Guyon

K. Westerlund

M. Gressler

Opposed

D. Wiltse

CARRIED



Reeve B. Guyon called for a break at 2:01 p.m. and the meeting resumed at 2:10 p.m.

C. Loose, S. Allen, C. Swap, J. Beniuk, B. Kok, left the meeting at 2:10 p.m.

1533/17 Moved by A. Heinrich that each Councillor review their list as discussed and be prepared to submit it to staff tomorrow.

A. Heinrich request permission to remove his motion.

1534/17 Moved by S. Wheale to approve the removal of A. Heinrich's motion.
CARRIED UNANIMOUSLY

MOTION 1533/17 WITHDRAWN

1535/17 Moved by A. Heinrich to have elected officials review the election round up list and provide that information to K. Westerlund November 23 and that the list is presented to Administration November 24, 2018.

CARRIED UNANIMOUSLY

1536/17 Moved by D. Wiltse that we go through the budget with Administration in its entirety and not make any decisions until we go through our lists and adjust the service delivery and corresponding budget if necessary.

CARRIED UNANIMOUSLY

Z. Khokhar and B. Sakalley left the meeting at 2:20 p.m.

TAB 2

TAB 2 Community Services

L. Chambers and M. Klassen presented the Community Services Budget.

M. Verhaeghe left the meeting at 2:52 p.m.

M. Verhaeghe returned to the meeting at 2:56 p.m.

1537/17 Moved by K. Westerlund to add meeting dates to the agenda now.

CARRIED UNANIMOUSLY

MEETING DATES

1538/17 Moved by M. Gressler to set additional budget meetings for December 13 and 14, 2018 Budget 2018 starting at 9:00 a.m.


CARRIED UNANIMOUSLY




ADJOURNMENT

1539/17 Moved by K. Westerlund that the Council Budget Meeting of
November 23, 2017 adjourn at 3:07 p.m.

CARRIED UNANIMOUSLY



Reeve



Chief Administrative Officer