

**MINUTES OF THE REGULAR COUNCIL MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS IN BRAZEAU COUNTY ON TUESDAY 2021 12 21**

**CALL TO ORDER**

Reeve B. Guyon called the meeting to order at 9:02 a.m.

**PRESENT**

B. Guyon, Reeve  
R. Swap, Councillor  
D. Wiltse, Councillor  
D. Ekstrom, Councillor  
C. Brooks, Councillor  
A. Heinrich, Councillor (by telephone)  
K. Westerlund, Councillor  
S. McKerry, Interim Chief Administrative Officer  
T. Scharfl, Executive Assistant  
J. Grainger, Customer Service/Administrative Assistant  
K. MacInnis, Corporate Communications Coordinator (by telephone)

**PRESENTATION  
MISS RODEO  
CANADA**

**Miss Rodeo Canada**

Reeve and Council presented Jayden Calvert with a congratulatory gift on her achievement in becoming Miss Rodeo Canada.

Reeve B. Guyon made a public apology to Mr. Les Huber for his outburst at the previous meeting.

**URGENT ADDITIONS  
AND ADOPTION  
OF AGENDA**

**Addition to and Adoption of Agenda**

**1097/21-12-21**

Moved by C. Brooks to approve the agenda with the following additions:

6. Planning and Development  
c) Subdivision - R. Swap
11. Finance  
b) PERC Program
12. General Matters  
c) Alberta Wastewater Innovation Task Force - B. Guyon

- 13. Correspondence
  - e) Les Huber re: Herbicide Rebate Program
  
- 15. Meeting Dates
  - d) RMA Member Townhall on Alberta Provincial Police Service virtual January 6, 2022 2 p.m.
  
  - e) RMA Truth and Reconciliation Virtual Workshops
  
  - f) Procedural Bylaw/Public Input - C. Brooks

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

**Adoption of Minutes**

**1098/21-12-21** Moved by A. Heinrich to approve the minutes of the December 7, 2021 Council meeting as amended: *Page 11 Motion 1054/21-12-07 change the word "of" to "on."*

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING**

**Business Arising**

**Follow Up Action List**

S. McKerry reviewed the status of the action items.

**1099/21-12-21** Moved by D. Wiltse to receive the Follow Up Action List as presented.

**CARRIED UNANIMOUSLY**

**CAO REPORT**

**CAO Report**

**Emergency Management**

S. McKerry presented a report for Council to consider the investment level they wish to make into municipal emergency management and provide Administration with the operating resources to achieve municipal legislative requirements.

**1100/21-12-21** Moved by D. Wiltse to partner with the Town of Drayton Valley in the amount of \$50,000.00 for a 0.5 position for the Director of Emergency Management.

**CARRIED UNANIMOUSLY**

**Subdivision and Development Appeal Board (SDAB) Appointments**

S. McKerry presented a request for Council to appoint members to the SDAB since the passing of the updated SDAB Bylaw.

**1101/21-12-21** Moved by K. Westerlund to vote by secret ballot for SDAB positions.

**CARRIED UNANIMOUSLY**

**1102/21-12-21** Moved by K. Westerlund to nominate Don Fash, Laura Delesalle, Duane Movald, Dawn Konelsky, Christopher Cooke, and Marc St. Laurent for the SDAB members-at-large.

**CARRIED UNANIMOUSLY**

**1103/21-12-21** Moved by D. Wiltse to appoint R. Swap and A. Heinrich as Council representatives to the SDAB.

**CARRIED UNANIMOUSLY**

Voting ensued for members-at-large.

**1104/21-12-21** Moved by A. Heinrich to appoint Dawn Konelsky, Don Fash, Laura Delesalle, Marc St. Laurent as members-at-large to the SDAB.

**CARRIED UNANIMOUSLY**

**1105/21-12-21** Moved by C. Brooks to destroy the ballots.

**CARRIED UNANIMOUSLY**

**DELEGATIONS/  
APPOINTMENTS**

**Delegations/Appointments**

**STARS**

Glenda Farden presented virtually on the status of the STARS Fleet Campaign and benefits of Council's ongoing contributions.

**1106/21-12-21** Moved to K. Westerlund receive the STARS presentation for information.

**CARRIED UNANIMOUSLY**

**PLANNING &  
DEVELOPMENT**

**Planning and Development**

**Amendments to Community Standards Bylaw 751-11 – Legal Review Update**

K. Sterling presented a request for Council to repeal Bylaw 1087-21 being the amended Community Standards Bylaw, and provide direction regarding proposed new sections of the Community Standards bylaw received from the legal review process.

**1107/21-12-21** Moved by K. Westerlund to accept the wording “nuisances directly related to, caused by, or as a result of authorized ongoing Agricultural Operations are exempt from this Bylaw.”

**CARRIED UNANIMOUSLY**

**1108/21-12-21** Moved by K. Westerlund to remove clauses 5.3, 5.4, and 5.5 a, b, c as out lined in Appendix A, and put into the policy as per recommendation.

**CARRIED UNANIMOUSLY**

**1109/21-12-21** Moved by A. Heinrich to repeal Bylaw 1087-21.

**CARRIED UNANIMOUSLY**

**1110/21-12-21** Moved by K. Westerlund to include the clauses in Appendix B and to bring back a new Community Standards Bylaw to the February 8, 2022 meeting.

**CARRIED UNANIMOUSLY**

**Bylaw 1096-21 to Rezone a Portion of Pts. NE 35-47-05-W5M from Agricultural to Agricultural Holdings**

M. Martindale presented Bylaw 1096-21 for first reading.

**1111/21-12-21** Moved by D. Wiltse to give first reading to Bylaw 1096-21 and set a public hearing for 10:30 a.m. January 18, 2022.

**CARRIED UNANIMOUSLY**

**Subdivision**

R. Swap raised concern with a subdivision SE 31-49-07-W5M for Dwayne and Maxine Winter, which was tabled last spring and are requesting it be moved forward so they can sell it.

K. Westerlund declared pecuniary interested and left the meeting at 10:27 a.m.

**1112/21-12-21** Moved by R. Swap to direct Administration to research the SE 31-49-07-W5M for clarity and information for Dwayne and Maxine Winter and bring forward a report in February 2022.

**CARRIED UNANIMOUSLY**

**1113/21-12-21** Moved by A. Heinrich to direct Administration to design a draft template for public to utilize for fifth-parcel-out situations.

**CARRIED UNANIMOUSLY**

K. Westerlund returned to the meeting at 10:35 a.m.

Reeve B. Guyon called for a break at 10:36 a.m. and the meeting resumed at 10:45 a.m.

**FINANCE**

**Finance**

**Bank Reconciliation Statement as of November 30, 2021**

**1114/21-12-21** Moved by A. Heinrich to receive the Bank Reconciliation statement as at November 30, 2021 for information.

**CARRIED UNANIMOUSLY**

**2021 Provincial Education Requisition Credit (PERC) Program**

**1115/21-12-21** Moved by D. Ekstrom to direct Administration to submit an application under the Provincial Education Requisition Credit program for \$51,653.09.

**CARRIED UNANIMOUSLY**

**GENERAL  
MATTERS**

**General Matters**

**Council Strategic Planning Session**

S. McIntosh presented the results of Council's strategic planning session for Council's approval.

**1116/21-12-21** Moved by D. Wiltse to approve the Strategic Plan for 2021 - 2026.

**CARRIED UNANIMOUSLY**

**Council Code of Conduct Bylaw 1010-18**

Council discussed their Code of Conduct.

C. Brooks spoke to clause #6 (a) that it should be cleaned up.

K. Westerlund asked what the process is and who is the investigator? She recommended Parkland County's bylaw.

A. Heinrich stated that Council needs to find a way to enforce clause #11 and for Council to hold themselves to a higher expectation of behaviour towards one another.

K. Westerlund commented that the bylaw needs to be signed by Council.

K. Westerlund posed the question is it a council document or a public document?

**1117/21-12-21** Moved by K. Westerlund to add to the agenda under Meeting Dates 15. g) Council Code of Conduct Workshop.

**CARRIED UNANIMOUSLY**

**PUBLIC INPUT  
SESSION**

**Public Input Session**

Reeve B. Guyon opened the Public Input Session at 11:05 a.m.

Les Huber stated that he would not accept the Reeve's apology for interrupting him during the last meeting. He feels Council should take action regarding the Reeve calling him a liar at the last meeting.

Allan Taylor mentioned at the last meeting he requested the net profit from the Modeste Campground and would like to see it before the public hearing. He wants to know what the WEC meeting tomorrow is about? He stated that according to Municipal Affairs the people should be aware of what business is going on. He asked what is happening on January 4, 2022 with the WEC investor presentation? He believes this information should be released. He asked if tomorrow's meeting was open to public and if not, why? He asked if Council was getting paid for the meetings. He mentioned the Code of Conduct and commented on the things said about him at the ASB meeting. He has not received a reply and feels Council should answer the people's questions.

Phyllis Schmidt spoke to Council's proposed workshop regarding the code of conduct and suggested they keep in mind that the code should have some kind of disciplinary action if something happens and emphasized that it is important to keep Council's credibility in the eyes of the public.

Reeve B. Guyon closed the Public Input Session at 11:13 a.m.

**1118/21-12-21** Moved by A. Heinrich to add to the agenda under General Matters d) questions brought forward by Allan Taylor.

**CARRIED UNANIMOUSLY**

## **GENERAL MATTERS**

### **General Matters**

#### **Alberta Wastewater Innovation Task Force**

**1119/21-12-21** Moved by K. Westerlund to direct Administration to look into the Alberta Wastewater Innovative Grant.

**CARRIED UNANIMOUSLY**

#### **Modeste Campground**

**1120/21-12-07** Moved by A. Heinrich to direct Administration to compile the cost of operating Modeste Campground for the last five years.

**CARRIED UNANIMOUSLY**

Council discussed the WEC meetings and the inappropriate comments about Mr. Taylor made during an ASB meeting.

**1121/21-12-07** Moved by K. Westerlund to add to the agenda 16. Closed Session  
d) Council Code of Conduct *FOIP Section 19*.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 11:31 a.m. and the meeting resumed at 11:40 a.m.

**CORRESPONDENCE  
ITEMS**

**Correspondence/Items for Information**

**Deputy Commissioner RCMP re: Congratulation on recent elections**

**1122/21-12-21** Moved by A. Heinrich to receive the correspondence from the  
RCMP for information.

**CARRIED UNANIMOUSLY**

**Lynn Oberle re: Overspending is Unstable**

**1123/21-12-21** Moved by K. Westerlund to receive the correspondence from  
Lynn Oberle for information.

**CARRIED UNANIMOUSLY**

**Letters of Support for Waterslide**

**1124/21-12-21** Moved by R. Swap to direct Administration to generate a report  
for all funds the County has contributed directly and indirectly to  
the new pool, including grants the Town would not have received  
without the County's help.

**CARRIED UNANIMOUSLY**

**1125/21-12-21** Moved by K. Westerlund to receive the correspondence regarding  
the waterslide for information.

**CARRIED UNANIMOUSLY**

**STARS re: Keep the Fight in Flight Update**

**1126/21-12-21** Moved by K. Westerlund to receive the correspondence from  
STARS for information.

**CARRIED UNANIMOUSLY**

**Les Huber re: Herbicide Rebate Program**

**1127/21-12-21** Moved by A. Heinrich to direct Administration to answer Mr.  
Huber's questions regarding the Herbicide Rebate Program.

**CARRIED UNANIMOUSLY**

## **COUNCILLOR REPORTS**

### **Councillor Reports**

Reeve B. Guyon reported that he attended:

- Council Training
- Regular Council Meeting x 2
- Respect in the Workplace Training
- Budget Meetings x 3
- Strategic Planning x 2
- Travel to Edmonton to meet with delegates
- RMA Conference x 3

Councillor D. Ekstrom reported that he attended:

- Council Training
- Regular Council Meeting x 2
- ASB Meeting
- Bill 77 Webinar/MPC Meeting
- Respect in the Workplace Training
- Budget Meeting x 3
- Travel to Conference
- RMA Conference x 3
- Strategic Planning x 2

Councillor A. Heinrich reported that he attended:

- Council Training
- Regular Council Meeting x 2
- ASB Meeting
- Bill 77 Webinar
- Respect in the Workplace Training
- Budget Meetings x 3
- PAS Meeting
- Strategic Planning x 2

Councillor K. Westerlund reported that she attended:

- Council Education Session
- Regular Council Meeting x 2
- Drayton Valley Softball Association - no charge
- Bill 77 Webinar/Pact Meeting
- Respect in the Workplace Training
- Budget Meeting x 3
- Drayton Valley Community Learning Association
- Muni 101 Training x 2
- Strategic Planning x 2



Councillor R. Swap reported that he attended:

- Council Training
- Regular Council Meeting x 2
- Bill 77 Webinar
- Respect in the Workplace Training
- Budget Meeting x 3
- Travel to Conference
- Muni 101 Training Course x 2
- RMA Conference x 3
- Strategic Planning x 2

Councillor C. Brooks reported that he attended:

- Council Training
- Regular Council Meeting x 2
- MPC & Bill 77 Webinar
- Respect in the Workplace Training
- Budget Meeting x 3
- Travel to Conference
- Muni 101 Training Course x 2
- RMA x 3
- Strategic Planning x 2

Councillor D. Wiltse reported that she attended:

- Council Training
- Regular Council Meeting x 2
- MPC Meeting & Bill 77 Webinar
- Respect in the Workplace Training
- Budget Meetings x 3
- Muni 101 Training x 2
- RMA x 3
- Travel to Conference

**1128/21-12-21** Moved by K. Westerlund to receive the Councillor Reports for information.

**CARRIED UNANIMOUSLY**

**MEETING  
DATES**

**Meeting Dates**

**December 22, 2021 9 am - 4 p.m. Western Economic Corridor (WEC) Presentations**

**1129/21-12-21** Moved by K. Westerlund to authorize all of Council to attend the WEC Presentations on December 22, 2021 in closed under *FOIP Section 16*.

**IN FAVOUR**

D. Wiltse  
R. Swap  
B. Guyon  
D. Ekstrom  
C. Brooks  
K. Westerlund

**OPPOSED**

A. Heinrich

**CARRIED**

**January 4, 2022 3 p.m. - 4 p.m. Western Economic Corridor Investor Presentation**

**1130/21-12-21** Moved by K. Westerlund to authorize all of Council to attend the WEC Presentation on January 4, 2022 in closed under *FOIP Section 16*.

**IN FAVOUR**

D. Wiltse  
R. Swap  
B. Guyon  
D. Ekstrom  
C. Brooks  
K. Westerlund

**OPPOSED**

A. Heinrich

**CARRIED**

**Alberta Provincial Police Service Transition |Justice and Solicitor General Engagement Sessions with Municipalities | March 31, 2022 Drayton Valley**

**1131/21-12-21** Moved by K. Westerlund to authorize Council to attend the Alberta Provincial Police Service Transition |Justice and Solicitor General Engagement sessions.

**CARRIED UNANIMOUSLY**

**Procedural Bylaw - Public Input**

C. Brooks suggested different options for Public Input session.

**1132/21-12-21** Moved by C. Brooks to direct Administration to come back with recommendations of options for Council's public input sessions.

**IN FAVOUR**

D. Wiltse  
R. Swap  
B. Guyon  
D. Ekstrom  
C. Brooks  
K. Westerlund

**OPPOSED**

A. Heinrich

**CARRIED**

**RMA Member Townhall on Alberta Provincial Police Service virtual January 6, 2022**

**1133/21-12-21** Moved by K. Westerlund to authorize Council to attend the RMA Member virtual Townhall on Alberta Provincial Police Service on January 6, 2022.

**CARRIED UNANIMOUSLY**

**RMA Truth and Reconciliation Virtual Workshops**

**1134/21-12-21** Moved by K. Westerlund to authorize Council to attend the RMA Truth and Reconciliation Virtual Workshops as their schedules allow.

**CARRIED UNANIMOUSLY**

**Council Code of Conduct Workshop**

**1135/21-12-21** Moved by R. Swap to use Council's lawyer, Rob Seidel DLA Piper, to give a presentation regarding the risks and case law around Council Code of Conduct.

**IN FAVOUR**

D. Wiltse  
R. Swap  
B. Guyon  
D. Ekstrom  
C. Brooks  
K. Westerlund

**OPPOSED**

A. Heinrich

**CARRIED**

**1136/21-12-21** Moved by K. Westerlund to set a workshop for Council Code of Conduct for 2:30 p.m. on January 25, 2022 subject to lawyer availability.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 12:14 p.m. and the meeting resumed at 12:48 p.m.

**1137/21-12-21** Moved by K. Westerlund to ratify Council's attendance during arbitration.

**CARRIED UNANIMOUSLY**

**CLOSED  
SESSION**

**Closed Session**

**1138/21-12-21** Moved by D. Wiltse that the regular Council Meeting of December 21, 2021 proceed into 'closed session' at 12:50 p.m. for the purpose of discussing:

- a) Union Negotiations Update *FOIP Section 16*
- b) Arbitration Update *FOIP Section 21*
- c) CAO Contract Review *FOIP Section 16*
- d) Council Code of Conduct *FOIP Section 19*

**CARRIED UNANIMOUSLY**

Don Wilson, Max McLeod, and Rob Seidel legal representatives joined the closed session virtually for the purpose of discussing the Arbitration Update at 3:00 p.m.

Lee Chambers and Colin Swap joined the closed session at 3:00 p.m. for the purpose of discussing the Arbitration Update.

K. Westerlund left the meeting and the closed session at 3:00 p.m. and rejoined by telephone at 3:01 p.m.

Lee Chambers and Colin Swap left the closed session at 3:48 p.m.

**1139/21-12-21** Moved by A. Heinrich that the regular Council Meeting of December 21, 2021 come out of 'closed session' at 3:51 p.m.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 3:52 p.m. to allow the public ample time to return and the meeting resumed at 3:57 p.m.

**1140/21-12-21** Moved by A. Heinrich to receive the union negotiations update for information.

**CARRIED UNANIMOUSLY**

**1141/21-12-21** Moved by C. Brooks to receive the CAO contract update for information.

**CARRIED UNANIMOUSLY**

**1142/21-12-21** Moved by K. Westerlund to receive the arbitration update for information.

**CARRIED UNANIMOUSLY**

**1143/21-12-21** Moved by R. Swap to receive the Council code of conduct discussion for information.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

**1144/21-12-21** Moved by K. Westerlund that the regular Council Meeting of December 21, 2021 adjourn at 4:00 p.m.

**CARRIED UNANIMOUSLY**

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Interim Chief Administrative Officer