

**BRAZEAU COUNTY
ORGANIZATIONAL MEETING
AGENDA**

DATE: 2022 10 19
TIME: 1:00 P.M.
PLACE: COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS


Call to Order

Present

1. Adoption of the Agenda and acceptance of late applications if any.
2. ALUS PAC Members Appointment Extension (*deferred from September 20, 2022*)
- Request for Council Decision attached (**Pages 4 - 6**)
3. Approval of list of Council Committees and Boards - *Motion to approve, add or remove committees and*
 - 1) Agricultural Service Board
 - 2) Municipal Planning Commission (*Appointments effective Nov 2 to allow for the current board to sit at the regular scheduled MPC meeting of Nov 1, 2022 without disruption to current applications.*)
 - 3) Subdivision and Development Appeal Board
 - 4) Brazeau Seniors Foundation
 - 5) Drayton Valley Municipal Library Board
 - 6) Breton Municipal Library Board
 - 7) West Central Airshed Society
 - 8) Yellowhead Regional Library Board
 - 9) Drayton Valley and District FCSS
 - 10) North Saskatchewan Watershed Alliance
 - 11) Eagle Point/Blue Rapids Parks Council
 - 12) Pembina Area Synergy Group

- 13) Physician Recruitment and Retention Committee & Health Care Action Subcommittee
 - 14) Eleanor Pickup Arts Centre Society
 - 15) Breton and District FCSS
 - 16) Partnership Advisory Committee (PAC) for Alternative Land Use Services (ALUS)
 - 17) Warburg Seed Cleaning Plant Board
 - 18) Composite Assessment Review Board (CARB)
 - 19) Local Assessment Review Board (LARB)
 - 20) Police and Crisis (Pact) Team Committee
 - 21) Drayton Valley and District Community Learning Association Board of Directors
6. Motion to vote by way of show of hands or secret ballot.
7. Council Committee Appointment and Selection Discussion. Current list of appointments attached (**Pages 7 - 9**)
8. Motion to approve the appointment of Council members to boards as on screen.
9. Member at Large Nominations, Voting and Appointments (**Page 10**)
-applications provided in separate confidential package-
- a) Appointment of three (3) members-at-large to the **Agricultural Service Board**.
 - b) Appointment of two (2) members-at-large to the **Municipal Planning Commission as of November 2, 2022**.
 - c) Appointment of three (4) members-at-large to the **Subdivision and Development Appeal Board**.
 - d) Appointment of the three (3) members-at-large to the **Pest, Soil and Weed Appeal Committee as of January 1, 2022 as per Agricultural Pest Act**
 - e) Appointment of one (1) members to the **Composite Assessment Review Board**
 - f) Appointment of two (2) members to the **Local Assessment Review Board**.
 - g) Appointment of one (1) member-at-large to the **Brazeau Seniors Foundation**.

- h) Appointment of five (5) area producers to the **Partnership Advisory Committee for Alternative Land Use Services (ALUS)**.
- 10. Appointment of four agencies to the **Partnership Advisory Committee for Alternative Land Use Services (ALUS)**:
 - i. North Saskatchewan Watershed Alliance
 - ii. Cows & Fish – Alberta Riparian Habitat Management Society
 - iii. Agriculture & Agri-Food Canada
 - iv. West-Central Forage Association
- 11. Motion to destroy the ballots.
- 12. Contact Information for Members at Large - apart from SDAB, LARB & CARB
- A. Heinrich
- 13. Adoption of the 2023 Council Meeting Schedule (**Pages 11 - 12**)
- 14. Acknowledgement of Office Closure dates for Statutory Holidays (**Page 13**)
- 15. Adjournment

BRAZEAU COUNTY		
REQUEST FOR COUNCIL DECISION		
SUBJECT:	ALUS PAC Members Appointment Extension	
DATE TO COUNCIL:	September 20, 2022	
SUBMITTED BY:	Nancy Chambers, ALUS Coordinator	
ENDORSED BY:	Erin McAdam, Manager of Agricultural Services	
REVIEWED BY CAO:	Colin Swap, Acting Chief Administrative Officer	
FILE NO:	n/a	

RECOMMENDED ACTIONS:

That Council extend the appointment of the current ALUS PAC members at large Art Goerzen, Henry Hughes, Cody Claypool, Courtney Smith, and Jeff Bundt, as well as Council Representative Reeve Bart Guyon, and external agencies North Saskatchewan Watershed Alliance, Cows & Fish, Agriculture & Agri-Food Canada, and West-Central Forage Association for the 2022/2023 ALUS PAC term.

1. TOPIC DEFINED

Executive Summary

The ALUS Partnership Advisory Committee (PAC) is a committee that oversees the management and implementation of the ALUS program within Brazeau County, in conjunction with Administration. PAC members provide input and expertise, and are the deciding authority on ALUS project applications.

PAC meetings are usually held every second month, adding additional meetings as required due to training opportunities and timeliness of project approvals. The first PAC meeting of the term is normally held in December where the learning begins with orientations from a national and a local level. This year we adopted a new type of ALUS project whereby working grazing lands can be enrolled in the program, as opposed to the traditional projects on marginal or environmentally sensitive areas. Throughout the year, the PAC and Administration had a significant amount of learning to do and together we were successful in implementing an ALUS Adaptive Multi-Paddock (AMP) Grazing program. As we approach the end of the term, we looked back to see all of the learning and development that happened and realized the efficiencies that could be built on if the existing PAC was able to continue their growth and learning path together for another term.

At the August 4, 2022, PAC meeting, the following motion was carried:

062-22 *Moved by T. Lwiwski to direct administration to discuss the option of extending the term of appointment with PAC members and then take it to Council for approval.*

CARRIED UNANIMOUSLY

Over the course of the term, the PAC have learned valuable information to make educated decisions and continue to grow the program. They feel they are just getting started and hitting their stride. As most projects come forward in the late summer and early fall, the PAC has finally had the opportunity to put their learning into action just as the term is coming to a close. In addition to all of the learning that happens, PAC members also serve an important role of championing the program by acting as liaisons between the ALUS program and current and potential ALUS participants. A key factor in the success of the program is the farmer-to-farmer interactions that occur, and our PAC is eager to continue to develop and foster those relationships.

The ALUS PAC Terms of Reference indicates the membership of ALUS Brazeau PAC as follows:

- 1) A majority (51%) of local producers (being defined as those producers that actively farm & ranch within Brazeau County municipal boundaries); and
- 2) A minority (49%) of external agencies including non-governmental organizations, provincial, and federal government representatives; and
- 3) One Brazeau County Councillor and one alternate Councillor selected by Council.

The current membership includes five members at large, four external agencies, one member of Council.

Section 4.8 of Procedural Bylaw 1072-21 states:

- 4.8 All appointments to boards, committees, commissions, authorities, and other bodies that Council is entitled to make shall be for a one year term, unless otherwise specified by unanimous vote of Council. All such appointments shall be made or confirmed by resolution.*

Given the progress in developing the program, the learning curve and the specific eligibility requirements, Administration is recommending the current PAC membership be extended for the 2022/2023 term in order to continue to build our program in the most efficient manner.

As the Terms of Reference indicates, the PAC Chairperson and Vice-Chairperson are elected on an annual basis from amongst the producers on the committee, so if the term is extended, election of the 2022/2023 Chairperson and Vice-Chairperson would take place at the first meeting of the new term.

Relevant Policy:

Procedural Bylaw 1072-21.

Strategic Relevance:

To continue to increase awareness and promote growth of the ALUS program, which assists local farmers and ranchers in providing nature-based solutions to environmental challenges including climate change and biodiversity.

2. ANALYSIS OF RECOMMENDED ACTION

That Council extend the appointment of the current ALUS PAC members at large Art Goerzen, Henry Hughes, Cody Claypool, Courtney Smith, and Jeff Bundt, as well as Council Representative Reeve Bart Guyon, and external agencies North Saskatchewan Watershed Alliance, Cows & Fish, Agriculture & Agri-Food Canada, and West-Central Forage Association for the 2022/2023 ALUS PAC term.

Advantages	Disadvantages
<ul style="list-style-type: none">• Continuity• Significantly less time spent on training• Educated decision making• Continued growth of the program	<ul style="list-style-type: none">• No new members for the 2022/23 term

3. IMPLICATIONS OF RECOMMENDATION

Operational:

Less training time will be required.

Financial:

None

Attachments:

None

**BRAZEAU COUNTY
COUNCILLOR, MEMBER-AT-LARGE AND STAFF APPOINTMENTS
2021/2022 (As of Dec 21, 2021)**

Agricultural Service Board

Councillor	Randy Swap
Councillor	Anthony Heinrich
Councillor	Dallas Ekstrom
Member-at-large	Mike Mueller
Member-at-large	Elizabeth Seutter-Rosell
Member-at-large	Jeff Bundt
Secretary	Agricultural Fieldman/Acting Manager of Agriculture

Municipal Planning Commission

Councillor	Donna Wiltse
Councillor	Cody Brooks
Councillor	Dallas Ekstrom
Member-at-large	Lori Clark
Member-at-large	Georgia Frost
Secretary	Director of Public Works/Planning

Subdivision and Development Appeal Board

Councillor	Anthony Heinrich
Councillor	Randy Swap
Member-at-large	Dawn Konelsky
Member-at-large	Don Fash
Member-at-large	Laura Delesalle
Member-at-large	Marc St. Laurent
Secretary	Chief Administrative Office (or designate)

Composite Assessment Review Board

Councillor	All of Council (one councillor to be appointed at time of hearing)
Member-at-large	Christopher Cook
Clerk	Taxation and Assessment Coordinator

Local Assessment Review Board

Councillor	All of Council (one councillor to be appointed at time of hearing)
Member-at-large	Darren Aldous
Member-at-large	Marc St. Laurent
Clerk	Taxation and Assessment Coordinator

Brazeau Seniors Foundation

Representative	Cody Brooks
Member-at-large	Marc St. Laurent

Drayton Valley Municipal Library Board

Representative Randy Swap

Breton Municipal Library Board

Representative Anthony Heinrich

West Central Air Shed Society

Representative Cody Brooks

Soil, Weed and Pest Appeals Committee

Member-at-large Christopher Cook

Member-at-large Georgia Frost

Member-at-large Robert Szkaluba

Yellowhead Regional Library Board

Councillor Kara Westerlund

Drayton Valley and District FCSS

Councillor Donna Wiltse

North Saskatchewan Watershed Alliance

Reeve Bart Guyon

Eagle Point Provincial Park and Blue Rapids Provincial Recreation Area Council

Councillor Donna Wiltse

Pembina Area Synergy Group

Councillor Anthony Heinrich

Physician Recruitment and Retention Committee

Councillor Kara Westerlund

Eleanor Pickup Arts Centre

Councillor Kara Westerlund

Breton and District FCSS

Councillor Anthony Heinrich

Partnership Advisory Committee (PAC) for Alternative Land Use Services (ALUS)

Councillor	Bart Guyon
Area Producer	Arthur Goerzen
Area Producer	Henry Hughes
Area Producer	Jeff Bundt
Area Producer	Cody Claypool
Area Producer	Courtney Smith

Recreation Board

Councillor	Cody Brooks
Councillor	Anthony Heinrich

Chamber of Commerce

Councillor	Cody Brooks
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Intermunicipal Development Plan Committee

Reeve	Bart Guyon
Councillor	Donna Wiltse
Councillor	Anthony Heinrich

Warburg Seed Cleaning Plant

Reeve	Bart Guyon
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Emergency Management Oversight Committee

All of Council

Police and Crisis (Pact) Team Committee

Councillor	Kara Westerlund
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Drayton Valley and District Community Learning Association Board of Directors

Councillor	Kara Westerlund
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Citizen Applications (* indicates training is valid)

ASB (3)	MPC (2)	SDAB (4)	CARB (1)	LARB (2)	ALUS (5)	Soil, Weed & Pest (3)	Brazeau Seniors (1)
Dawn Konelsky	Dawn Konelsky	Laura Delesalle*	Dawn Konelsky*	Dawn Konelsky*	Wesley Courtney Smith	Christopher Cook	Dawn Konelsky
Liz Seutter-Rosell	Don Fash	Dawn Konelsky*	Christopher Cook*	Marc St. Laurent*	Arthur Goerzen	Georgia Frost	Marc St. Laurent
Henry Hughes	Karrie Daly	Don Fash*		Christopher Cook*	Cody Claypool		Theresa Hartman
Jeff Bundt	Lori Clark	Christopher Cook*			Henry Hughes		
	Georgia Frost				Jeff Bundt		

BRAZEAU COUNTY
REQUEST FOR COUNCIL DECISION



SUBJECT:	2023 Council Meeting Schedule
DATE TO COUNCIL:	October 19, 2022
SUBMITTED BY:	Colin Swap, Acting CAO

RECOMMENDED ACTIONS:

That Council adopt the 2022 meeting schedule as presented or amended.

1. TOPIC DEFINED

Administration has prepared and attached the proposed 2023 Council meetings, scheduled traditionally for the 1st and 3rd Tuesdays of the month.

The second meeting in March has been omitted to accommodate the RMA Spring Convention March 20-22, 2022 as well as the first meeting in November to allow for Council attendance at the RMA Fall Convention November 6-9, 2022.

The first meeting in January is immediately following the Christmas break. There may not be many business items for Council's consideration and Council may wish to cancel the January 3, 2023 meeting.

Council may also wish to consider any summer cancellations or additional meetings at this time.

2. ANALYSIS OF RECOMMENDED ACTION

That Council adopt the 2023 meeting schedule as presented.

Advantages	Disadvantages
<ul style="list-style-type: none"> Advance scheduling of meetings allows the public, Council and Administration the advantage of advertising time, coordinating schedules and preparation for all meetings. 	<ul style="list-style-type: none"> None identified

3. IMPLICATIONS OF RECOMMENDATION

Operational:

Advanced scheduling of meetings allows for adequate time to advertise to the public and for Administration to prepare materials.

Financial:

N/A

Attachments:

- 1) Proposed Meeting Schedule and for 2023

BRAZEAU COUNTY
2023 Council Meeting Schedule

January 3, 2023	September 5, 2023
January 17, 2023	September 19, 2023
February 7, 2023	October 3, 2023
February 21, 2023	October 17, 2023
March 7, 2023	(RMA Convention Nov 6-9)
(RMA Convention March 20-22)	November 21, 2023
April 4, 2023	December 5, 2023
April 18, 2023	December 19, 2023
May 2, 2023	
May 16, 2023	
June 6, 2023	
June 20, 2023	
July 4, 2023	
July 18, 2023	
August 1, 2023	
August 15, 2023	

2023 Office Closures for Statutory Holidays:

New Year's Day - January 2, 2023
(in lieu of Sunday, January 1)

Family Day - February 20, 2023

Good Friday - April 7, 2023

Easter Monday - April 10, 2023

Victoria Day - May 22, 2023

Canada Day – July 3, 2023
(in lieu of Saturday July 1)

Heritage Day - August 7, 2023

Labour Day - September 4, 2023

Truth & Reconciliation Day – October 2, 2023
(in lieu of Saturday Sept 30)

Thanksgiving Day - October 9, 2023

Remembrance Day - November 13, 2023
(in lieu of Saturday Nov 11)

Christmas Day - December 25, 2023

Boxing Day - December 26, 2023