



**COUNCIL MINUTES  
Regular Meeting of Council  
Monday, November 27, 2017**

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**PRESENT:**

Mayor  
Councillors

Jim Hailes  
Diane Ahn  
Meesha McMullen Bainton  
Brenda Burridge  
Wendy Chaychuk-Rieger  
Sheila Gilmour  
Shawn Watson

Chief Administrative Officer  
Executive Assistant  
Director of Corporate Services

Roy Dell  
Emily Cuthbertson  
Alicia Bourbeau

**ABSENT WITH NOTICE:**

Assistant Chief Administrative Officer

Kristen Milne

**1. CALL TO ORDER**

Mayor Hailes called the Regular Meeting of Council for November 27, 2017 to order at 6:30 pm.

**2. ADOPTION OF AGENDA**

Addition:

5c) Condolence Policy  
Jim Hailes, Mayor

5d) Thank-you cards  
Jim Hailes, Mayor

8b) Recognition of past Council  
Jim Hailes, Mayor

8c) Minister Address  
Jim Hailes, Mayor

Moved by: Councillor Burridge

**416-17** That the agenda for the Regular Meeting of Council held November 27, 2017 be approved as amended.

**CARRIED UNANIMOUSLY**

A handwritten signature in blue ink, appearing to be 'Jim Hailes'.

**3. APPROVAL OF MINUTES**

- c) Minutes from the Regular Meeting held November 14, 2017.

Moved by: Councillor Ahn

**417-17** That the minutes from the Regular Meeting held November 14, 2017 be approved as presented.

**CARRIED UNANIMOUSLY**

- d) Business arising from minutes.

There was no new business arising from the Minutes.

**4. DELEGATIONS**

- a) Chevron  
Amy Wood & Jim Navratil

Chevron is planning on developing its Kaybob Duvernay lease holdings in the East Kaybob area. This area has been chosen for initial development following successful three-year appraisal which demonstrated strong reservoir and operation performance.

Chevron will continue to stay in contact with the Town during the staged development and keep Council apprised of anything that is going on in the area.

Also in attendance: Sean Kleiner, Chad Robertson and Gord Mounce.

- b) Silver Birch Golf Club  
Zach Weiten

Zach Weiten presented on behalf of the Silver Birch Golf Club why they require \$50,000.00 for the club.

The Silver Birch Golf Course is an asset to the residents of the Town. Club House is old and has been neglected, and repairs need to be made to make the Club House better. Some repairs and maintenance include: replacing the deck, foundation repairs, 2 new mowers are required (2 do not work any longer) as well as general building maintenance of the club house.

Moved by: Councillor Burridge

**418-17** That Council accepts the delegation presentations as information.

**CARRIED UNANIMOUSLY**

- c) Business arising from delegations

Moved by: Councillor Burridge

**419-17** That Council directs Administration to donate \$50,000.00 to the Silver Birch Golf Course for equipment. Furthermore, the funds to be transferred from the Grants to Groups reserve.

**CARRIED UNANIMOUSLY**

5. **BYLAWS/POLICIES**

- a) Request for Decision – Personnel Policy 15.05 (g) Merit Awards for 2017  
Alicia Bourbeau, Director of Corporate Services

Moved by: Councillor Ahn

**420-17** That Council direct Administration to calculate Merit Bonuses for staff based on parameters outlined in section 15.05 (a) through (d) of the personnel policy.  
**CARRIED UNANIMOUSLY**

Moved by: Councillor Ahn

**421-17** That Council direct Administration to bring back the Personnel Policy for review regarding the Annual Merit Bonuses.  
**CARRIED UNANIMOUSLY**

**Mayor Hailes called a short recess at 7:54 pm.**

**Mayor Hailes called a the meeting back to order at 8:02 pm**

- b) Bylaw 744-2014 To Regulate the Proceedings of Council  
Roy Dell, Chief Administrative Officer

Moved by: Councillor Burridge

**422-17** That Council directs Administration apply the changes to Bylaw 744-2014 Council Remuneration to 'Option 3 - \$1000 for Mayor, \$750 for Councillors and a daily maximum of \$250 for meetings' and mileage to be set as per provincial rates  
  
Councillor McMullen Bainton against.  
**CARRIED**

- c) Condolence Card Policy  
Jim Hailes, Mayor

Moved by: Councillor Watson

**423-17** That Council directs Administration to look into what other Municipalities do in regards to condolence cards for the residents and bring back to Council for review.  
**CARRIED UNANIMOUSLY**

- d) Thank you Cards  
Jim Hailes, Mayor

Moved by: Councillor Ahn

**424-17** That Council directs Administration to prepare and send Thank-you cards to Councillor Roxie Rutt at the Municipal District of Greenview for attending the Alberta Urban Municipalities Association Conference, MPE and ATCO for hosting the Council while in Calgary.  
**CARRIED UNANIMOUSLY**



**6. ACCOUNTS PAYABLE**

- a) Account Payables – for the period ending November 22, 2017  
Alicia Bourbeau, Director of Corporate Services

Moved by: Councillor Burridge

**425-17** That Council accepts the Accounts Payable report for the period ending November 22, 2017 as presented.  
**CARRIED UNANIMOUSLY**

**7. OLD BUSINESS**

- a) Council Priorities  
Roy Dell, Chief Administrative Officer

Moved by: Councillor Chaychuk-Rieger

**426-17** That Council accepts the council priorities list as information.  
**CARRIED**

- b) Airport Closure  
Roy Dell, Chief Administrative Officer

Moved by: Councillor McMullen Bainton

**427-17** That Council accepts the airport closure information package for information.  
**CARRIED UNANIMOUSLY**

**8. NEW BUSINESS**

- a) Golden Triangle Meeting  
Jim Hailes, Mayor

Moved by: Councillor Watson

**428-17** That Council designates Councillor Gilmour to attend the Golden Triangle meeting on November 29<sup>th</sup>, 2017 for the Town of Fox Creek.  
**CARRIED UNANIMOUSLY**

- b) Recognition of Past Council  
Jim Hailes, Mayor

Moved by: Councillor McMullen Bainton

**429-17** That Council directs Administration to look into an appropriate recognition gift for previous council. Furthermore, Council directs Administration to bring back the ideas to Council for a decision  
**CARRIED UNANIMOUSLY**

- c) Minister Address  
Jim Hailes, Mayor

Moved by: Councillor McMullen Bainton

<b>430-17</b> That Council directs Administration to send the Minister Address to the MLA, Cabinet Ministers and school administration. <b>CARRIED UNANIMOUSLY</b>
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## 9. COUNCIL'S REPORTS

- Councillor Ahn  
Attended the AUMA Conference in Calgary.
- Councillor Burrige  
Attended the AUMA Conference in Calgary.  
Luncheon with MPE while in Calgary at AUMA.  
Dinner with ATCO while in Calgary at AUMA.
- Councillor Chaychuk-Rieger  
Attended the AUMA Conference in Calgary.
- Councillor McMullen Bainton  
Attended the AUMA conference in Calgary.
- Councillor Gilmour  
Attended the AUMA conference in Calgary.
- Councillor Watson  
Nothing new to report.
- Mayor Hailes  
Local Government Leadership Workshop in Edmonton.  
Attended the AUMA conference in Calgary.

Moved by: Councillor McMullen Bainton

<b>431-17</b> That Council moves for Councillor Ahn, Councillor Burrige, Councillor Gilmour, Councillor McMullen Bainton, Councillor Chaychuk-Rieger and Mayor Hailes to attend the Munis 101 course in Stony Plain. <b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Gilmour

<b>432-17</b> That Council moves for Councillor Burrige and Councillor Watson to attend the Lobbying the Government Effectively on March 14 <sup>th</sup> , 2018. <b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Chaychuk-Rieger

<b>433-17</b> That Council accepts the Council reports as information. <b>CARRIED UNANIMOUSLY</b>
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## 10. REPORTS AND CORRESPONDENCE FOR INFORMATION

- a) Council Calendar – Report for Information
- b) Fox Creek School – Thank you for Legacy Scholarship – Correspondence for Information



- c) Alberta Local Authorities Reciprocal Insurance Exchange – Correspondence for Information
- d) Town of Taber, Office of the Mayor – Correspondence for Information
- e) City of Brooks, Barry Morishita for AUMA President – Correspondence for Information
- f) Chevron Canada, Kaybob Duvernay project – Correspondence for Information

Moved by: Councillor Chaychuk-Rieger

<b>434-17</b>	That Council accepts the Reports and Correspondence for Information as information.	<b>CARRIED UNANIMOUSLY</b>
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**11. MOTION REVIEW**

- a) Review of 2017 Council Motions  
Roy Dell, Chief Administrative Officer

Moved by: Councillor Watson

<b>435-17</b>	That Council accepts the 2017 Motion Review as presented.	<b>CARRIED UNANIMOUSLY</b>
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**12. COUNCIL HIGHLIGHTS**

- Council received a presentation from Chevron in regards to their operations in the Kaybob Duvernay area. This project will help grow the Town and provide work for future residents and local service companies!
- Council has approved a donation to the Silver Birch Golf Course in the amount of \$50,000.00 to help assist purchasing new equipment for the club.
- Council attended the Alberta Urban Municipalities Association Conference in Calgary. Councillors brought back a wealth of information to help them succeed in their new roles.

**Mayor Hailes called a short recess at 10:00 pm.**  
**Mayor Hailes called the meeting back to order at 10:12 pm.**

**13. IN CAMERA**

Moved by: Councillor Burridge

<b>436-17</b>	That Council moves to go 'In Camera' at 10:12 pm.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Ahn

<b>437-17</b>	That Council moves to come out of "In Camera" at 10:25 pm.	<b>CARRIED UNANIMOUSLY</b>
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- a) Legal  
Jim Hailes, Mayor

14. ADJOURNMENT

Moved by: Councillor Burridge

438-17 To adjourn the Regular Meeting of Council at 10:26 pm.  
**CARRIED UNANIMOUSLY**



Jim Hailes  
Mayor



Roy Dell  
Chief Administrative Officer

Dec 11 / 17  
Date Approved

