



COUNCIL MINUTES
Regular Meeting of Council
Tuesday, November 13, 2018

PRESENT:

Mayor
Councillors

Jim Hailes
Diane Ahn
Brenda Burridge
Meesha McMullen Bainton
Wendy Chaychuk-Rieger (7:42 pm)
Sheila Gilmour
Shawn Watson

Chief Administrative Officer
Executive Assistant
Director of Corporate Services
Director of Operations
Fire Chief
Communications Officer
Peace Officer
Development Officer

Roy Dell
Emily Cuthbertson
Alicia Bourbeau
John Greathead
Les Paul
Stacey Sevilla
Josh Towle
Yi Qin

ABSENT WITH NOTICE

Director of Parks and Recreation
Clinic Manager

Mitch Carter
Katelyn Duchesne

1. CALL TO ORDER

Mayor Jim Hailes, called the Regular Meeting of Council for November 13, 2018 to order at 6:29 pm.

2. ADOPTION OF AGENDA

8 b) Fox Creek Greenview Multiplex Sponsorship Mural
Sheila Gilmour, Councillor

9 i) Synergy Conference – Expenses
Brenda Burridge, Councillor

9 j) Staff Christmas Party – Request for Decision
Roy Dell, Chief Administrative Officer

Moved by: Councillor McMullen Bainton

444-18	That the agenda for the Regular Meeting of Council held November 13, 2018 be approved as amended.
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CARRIED UNANIMOUSLY

3. APPROVAL OF MINUTES

- a) Minutes from the Annual Organizational Meeting held Monday, October 22, 2018.

Moved by: Councillor Watson

445-18	That the minutes from the Annual Organizational Meeting of Council held October 22, 2018 be approved as presented.	CARRIED UNANIMOUSLY
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- b) Minutes from the Regular Meeting of Council held Monday, October 22, 2018.

Moved by: Councillor Watson

446-18	That the minutes from the Regular Meeting of Council held October 22, 2018 be approved as presented.	CARRIED UNANIMOUSLY
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- c) Business arising from minutes.

There was no new business arising from the Minutes.

Councillor Gilmour stepped out of the meeting at 6:33 pm due to a conflict of interest.

4. DELEGATIONS

- a) Tour Group
Deb Roddick

A representative from Tour Group presented to Council in regards to the New Year's Eve Dueling Pianos they will be hosting, and were reaching out to see about getting parts of the evening funded by the Town. Tour Group uses the New Years' event as a fund raising opportunity for their upcoming trip to Europe.

Moved by: Councillor Ahn

447-18	That Council accepts the delegation presentation as information.	CARRIED
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- b) Business arising from Delegations

Moved by: Councillor Burridge

448-18	That Council moves to donate in kind from Council's Grants for Groups to the Tour Group in the amount of \$1,127.00 towards the Hall Rental.	CARRIED UNANIMOUSLY
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Moved by: Councillor McMullen Bainton

449-18	That Council directs Administration to bring back a policy on funding for various Grant for Groups.	CARRIED
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Councillor Gilmour came back to the meeting at 6:33 pm.



5. STAFF REPORTS

- a) Fire Chief
Les Paul
- b) Community Peace Officer
Josh Towle
- c) Director of Community Services
Irene Barankariza
- d) Director of Parks and Recreation
Roy Dell for Mitch Carter
- e) Director of Operations
John Greathead
- f) Director of Corporate Services
Alicia Bourbeau
- g) Development Officer
Yi Qin
- h) Economic Development Officer
Lorie Watson
- i) Communications Officer
Stacey Sevilla
- j) Clinic Manager
Roy Dell for Katelyn Duchesne
- k) Chief Administrative Officer
Roy Dell

Moved by: Councillor Ahn

450-18 That Council accepts the Staff reports as information. CARRIED UNANIMOUSLY
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6. ACCOUNTS PAYABLE

- a) Account Payables – for the period ending November 7, 2018
Alicia Bourbeau, Director of Corporate Services

Moved by: Councillor Burridge

451-18 That Council accepts the accounts payable report for the period ending November 7, 2018 as presented. CARRIED UNANIMOUSLY



7. **BYLAWS/POLICIES**

- a) PO68-2018 Council Committee Policy
Roy Dell, Chief Administrative Officer

Amendments were made to the Policy in regards to the Committee Objective on the Community Enhancement Committee to include the entire Town rather than just the Downtown corridor.

Moved by: Councillor Burrige

452-18 That Council approve Policy PO68-2018 Council Committee Policy.
CARRIED UNANIMOUSLY

- b) PO69-2018 Personnel Policy
Roy Dell, Chief Administrative Officer

Changes included use of Cannabis while on shift, as well as changes to the Long Term Incentive Program.

Moved by: Councillor Ahn

453-18 That Council approve Policy PO69-2018 Personnel Policy.
CARRIED UNANIMOUSLY

8. **OLD BUSINESS**

- a) Follow-up Meeting with Seniors – Discussion
Roy Dell, Chief Administrative Officer

Council had a meeting with the seniors' in the Community in May of 2018, it was discussed at that time that the senior's would appreciate a follow-up meeting.

Moved by: Councillor McMullen Bainton

454-18 That Council directs Administration to send a note out to the seniors' in regards to a follow-up meeting at their Tuesday meetings.
CARRIED

- b) Fox Creek Greenview Multiplex Sponsorship Mural
Sheila Gilmour, Councillor

Ideas and various artists have been suggested to the Director of Parks and Recreation to produce a Sponsorship Mural at the Fox Creek Greenview Multiplex to show appreciation to the various sponsors we have received. The Director of Parks and Recreation is reviewing all these ideas and artists work and will approach Council with a Request for Decision in the near future.

Moved by: Councillor Burrige

455-18 That Council directs Administration to provide the idea to the Director of Parks and Recreation to follow-up in regards to the Multiplex Sponsorship Wall and come back to Council with a Request for Decision.
CARRIED

Mayor Hailes called at short recess at 7:32 pm.

Councillor Chaychuk-Rieger arrived at the meeting at 7:42 pm.

Mayor Hailes called the meeting back to order at 7:45 pm.

9. NEW BUSINESS

- a) Holiday Hours for Town Departments – Request for Decision
Roy Dell, Chief Administrative Officer

In the Town's Personnel Policy under Section 7, all Town Departments are entitled to a "Floater Holiday" to be used at either Christmas or New Years. It was proposed to have the Floater Holiday on Christmas Eve Day, December 24th, 2018.

Moved by: Councillor Burridge

456-18	That Council accepts the Proposed Holiday Hours of operation for the Town Departments as presented.	CARRIED UNANIMOUSLY
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- b) Purchase of Sewage Lift Station Materials – Request for Decision
John Greathead, Director of Operations

Director of Operations presented 2 quotes on the mechanical portion of the Lift Station update on Archery Road.

Moved by: Councillor Watson

457-18	That Council directs Administration to follow the recommendation from Wood PLC and purchase the materials required from Engineered Pumps Systems LTD.	CARRIED UNANIMOUSLY
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Councillor Burridge stepped out of the meeting at 7:57 pm due to conflict of interest.

- c) Storage Lockers – Request for Decision
Roy Dell for Mitch Carter, Director of Parks and Recreation

Moved by: Councillor McMullen Bainton

458-18	That Council approves a \$100.00 damage deposit for each storage locker on the second floor of the Multiplex Arena until August 2019. Furthermore that the Smoothie Bar and Restaurant's damage deposit will be included within their rent.	CARRIED UNANIMOUSLY
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Councillor Burridge came back to the meeting at 8:14 pm.

- d) Arena Dressing Room Seasonal Rental – Request for Decision
Mitch Carter, Director of Parks and Recreation

Moved by: Councillor Chaychuk-Rieger

459-18	That Council accepts the RFD as information.	CARRIED UNANIMOUSLY
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Councillor Gilmour stepped out of the meeting at 8:19 pm due to conflict of interest.

- e) Northland Sno-Goers – Purchase of Lease of Land
Roy Dell, Chief Administrative Officer

Tyler Stone and Sarah Palmer came into Council to discuss and answer questions regarding the potential land options for building a staging area and potential club house.

Moved by: Councillor McMullen Bainton

460-18 That Council accepts the information provided by the Sno-Goers as information.
CARRIED UNANIMOUSLY

Councillor Gilmour came back to the meeting at 8:39 PM.

- f) Congratulations to Fox Creek Students on Icelandic Exchange Trip
Meesha McMullen Bainton, Councillor

Moved by: Councillor McMullen Bainton

461-18 That Council directs Administration to send a congratulatory letter to the students and Administration at the School for their Icelandic Trip.
CARRIED UNANIMOUSLY

- g) Doctor Follow-up Meeting - Discussion
Jim Hailes, Mayor

Moved by: Councillor Watson

462-18 That Council accepts the Doctor Follow-up meeting discussion as information.
CARRIED

- h) ATCO Christmas Party - Discussion
Jim Hailes, Mayor

Moved by: Councillor Gilmour

463-18 That Council moves for Mayor Hailes to attend the ATCO Christmas Party in Edmonton on November 28th, 2018.
CARRIED UNANIMOUSLY

- i) Synergy Conference Expenses
Brenda Burrige, Councillor

Moved by: Councillor Ahn

464-18 That Council moves for Councillor Burrige to be reimbursed for the costs associated with the Synergy Conference November 5 & 6, 2018.
CARRIED UNANIMOUSLY

- j) Staff Christmas Party – Request for Decision
Roy Dell, Chief Administrative Officer

Moved by: Councillor Ahn

465-18 That Council approve the funding of the Staff Christmas Party to an upset amount of \$5,000.00 to be funded from Council's Grants to Organizations Budget.
CARRIED UNANIMOUSLY

10. COUNCIL'S REPORTS

- Councillor Chaychuk-Rieger
October 25 to 27 – Alberta Recreation and Parks Conference in Jasper
October 29 – Follow-up Meeting with Local Doctors
October 30 – Shell Community Grants Program Dinner
November 3 to 4 – 2019 Strategic Planning Session
- Councillor McMullen Bainton
October 29 – Follow-up Meeting with Local Doctors
October 30 – Shell Community Grants Program Dinner
November 3 to 4 – 2019 Strategic Planning Sessions
- Councillor Gilmour
November 3 to 4 – 2019 Strategic Planning Session
November 5 to 6 – Synergy Conference in Red Deer
- Councillor Ahn
October 29 – Follow-up Meeting with Local Doctors
November 2 – Meeting for Grand Opening of Multiplex with MD Representatives
November 3 to 4 – Strategic Planning Session
November 6 – Heart River Housing Budget Meeting via teleconference
November 8 – CAO Evaluation
November 9 – Cheque Presentation with CIBC
- Mayor Hailes
October 23 – Community Enhancement Committee – Organizational Meeting
October 23 – Synergy Meeting
October 24 – Business Support Network Meeting
October 27 – Presentation to the Fire Department on the Occasion of their annual ball.
October 29 – Follow-up Meeting with Local Doctors
October 30 – Attended Shell's Cheque presentation to 5 groups in the community
November 3 to 4 – Strategic Planning Session

Moved by: Councillor Burridge

466-18 That Council moves to waive the cost of the Flex Room at the Multiplex for the next Synergy Meeting on November 20th from 1:00 – 4:00 pm, pending availability.
CARRIED UNANIMOUSLY

Moved by: Councillor Gilmour

467-18 That Council accepts the Council reports as information.
CARRIED UNANIMOUSLY

11. REPORTS AND CORRESPONDENCE FOR INFORMATION

- a) Council Calendar – Report for Information
- b) Community Services Board Meeting Minutes – August 29, 2018 – Report for Information
- c) Letter from Minister of Municipal Affairs, RE: Municipal Sustainability Initiative – Correspondence for Information
- d) Community Services Board Meeting Minutes – Report for Information
- e) Letter from Minister of Children’s Services, RE: Children Services in the Town of Fox Creek – Correspondence for Information
- f) Letter from Gary Giese, RE: Donation of collection of animals mounts and displays – Correspondence for Information
- g) Community Enhancement Committee Resignation – Kim Hanlon – Correspondence for Information
- h) Email from Amy Crofts, RE: Flu Champs – Correspondence for Information

Moved by: Councillor McMullen Bainton

468-18 That Council directs Administration to respond to Gary Giese in regards to his donation of animal mounts, and thank him for his offer, however we do not have the means.

CARRIED UNANIMOUSLY

Moved by: Councillor Burridge

469-18 That Council accepts the Reports and Correspondence as information.

CARRIED UNANIMOUSLY

Moved by: Councillor McMullen Bainton

470-18 That Council directs Administration to respond to Amy Crofts thanking them for the opportunity for Flu Champs.

CARRIED UNANIMOUSLY

12. MOTION REVIEW

- a) Review of 2018 Council Motions
Roy Dell, Chief Administrative Officer

Moved by: Councillor Ahn

471-18 That Council accepts the Motion Review as information.

CARRIED UNANIMOUSLY

Mayor Hailes called a short recess at 9:14 pm.

Mayor Hailes called the meeting back to order at 9:25 pm.

13. COUNCIL HIGHLIGHTS

- A Representative from Tour Group presented to Council regards to funding from the Town for their New Year’s Eve event. Council motioned for the Hall rental fee be waived for this event.
- Council approved the Holiday hours for the Town Administration and Departments. The Town Office will be closed from:
 - o December 24-26, reopening Thursday, December 27 with regular office hours

- January 1st, reopening Wednesday, January 2nd with regular office hours.
- Council approved the recommendation from the Director of Operations to move forward with Wood PLC's proposal to update the Sewage Lift Station on Archery Road. This proposal will save the Town money and will allow this update to move along quickly while keeping the current lift station operational.
- Storage lockers were recently built on the second floor of the new Arena. 4 of these lockers will be available for any Hockey Team wishing to use them. There will be a refundable \$100.00 damage deposit required. This is a preliminary project that will be reviewed in August 2019.
- Council and Town Administration would like to congratulate the School Administration and the students who participated in the Icelandic Exchange Trip! What a fantastic opportunity to learn about different cultures - We are also looking forward to having some students and Administrators come to Fox Creek to learn about Canadian Culture.

14. IN CAMERA

Moved by: Councillor Watson

472-18	That Council moves to go "In Camera" at 9:25 pm.	CARRIED UNANIMOUSLY
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Moved by: Councillor McMullen Bainton

473-18	That Council moves to come out of "In Camera" at 10:11 pm.	CARRIED UNANIMOUSLY
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- a) Laundry
Jim Hailes, Mayor

Moved by: Councillor Burr ridge

474-18	That Council accepts the discussion as information.	CARRIED
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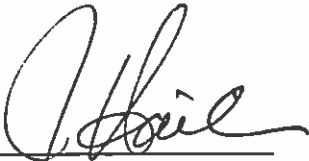
- b) Strategic Planning Session - Debrief
Jim Hailes, Mayor

Moved by: Councillor McMullen Bainton

475-18	That Council directs Administration to inform Sage of the amendments on the Draft Strategic Plan.	CARRIED
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15. ADJOURNMENT

Regular Meeting of Council was adjourned at 10:15 pm.



Jim Hailes
Mayor



Roy Dell
Chief Administrative Officer

NOV 26/18
Date Approved