



**COUNCIL MINUTES**  
**Regular Meeting of Council**  
**Monday, July 15, 2019**

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**PRESENT:**

Mayor  
Councillors

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

Chief Administrative Officer  
Assistant Chief Administrative Officer  
Development Officer  
Director of Operations  
Director of Recreation  
Community Peace Officer  
Clinic Manager

Roy Dell  
Kristen Milne  
Cindy Nielson  
Keith MacDonald  
Brennen Ronovsky  
Josh Towle  
Katelyn Duchesne

**ABSENT WITH NOTICE**

Communications Officer  
Director of Corporate Services  
Director of Community Services

Stacey Sevilla  
Alicia Bourbeau  
Irene Barankariza

**1. CALL TO ORDER**

Mayor Jim Hailes called the Regular Meeting of Council for July 15, 2019 to order at 6:30 pm.

**2. ADOPTION OF AGENDA**

Additions:

In Camera

d. Land - Taxes

Moved by: Councillor Gilmour

<b>251-19</b>	That the agenda for the Regular Meeting of Council held July 15, 2019 be approved as amended.	<b>CARRIED UNANIMOUSLY</b>
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**3. APPROVAL OF MINUTES**

a) Minutes from the Regular Council Meeting held June 24, 2019

Moved by: Councillor Chaychuk-Rieger

<b>252-19</b>	That Council moves to rescind Motion 232-19: That Council directs Administration to proceed with the execution of the Teaming Agreement between the Town of Fox Creek, LaPrairie Works Inc., and 730550 Alberta Inc. Furthermore that the Mayor and the Chief Administrative Officer be directed to sign this agreement.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Watson

**253-19** That the minutes from the Regular Meeting of Council held June 24, 2019 be approved as presented.

**CARRIED UNANIMOUSLY**

- b) Business arising from minutes.  
There was no new business arising from the Minutes.

#### 4. DELEGATIONS

- a) Chevron – 02-21 Update

Moved by: Councillor Watson

**254-19** That Council accepts the delegations Chevron – 02-21 Update as information.

**CARRIED UNANIMOUSLY**

- b) Business arising from Delegations  
No business arising from the delegations

#### 5. STAFF REPORTS

- a) Fire Chief  
Les Paul
- b) Community Peace Officer  
Josh Towle
- c) Development Officer  
Cindy Nielson
- d) Director of Community Services  
Irene Barankariza
- e) Director of Recreation  
Brennen Ronovsky
- f) Director of Operations  
Keith MacDonald
- g) Communications Officer  
Stacey Sevilla
- h) Clinic Manager  
Katelyn Duchesne
- i) Assistant Chief Administrative Officer  
Kristen Milne
- j) Chief Administrative Officer  
Roy Dell

Moved by: Councillor Gilmour

**255-19** That Council accepts the Staff reports as information.

**CARRIED UNANIMOUSLY**

**6. ACCOUNTS PAYABLE**

- a) Account Payables – For Period Ending July 4, 2019

Moved by: Councillor Chaychuk-Rieger

<b>256-19</b>	That Council accepts the Accounts Payable report for the period ending July 4, 2019 as presented.	<b>CARRIED UNANIMOUSLY</b>
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Mayor Hailes called a brief recess at 7:32 pm  
Mayor Hailes called the meeting back to order at 7:40 pm

**7. BYLAWS/POLICIES**

- a) Request for Decision – Bylaw 822-2019: To Regulate the Proceedings of Council

Moved by: Councillor Burridge

<b>257-19</b>	That Council rescind Bylaw 816-2018 in its entirety and give first reading to Bylaw 822-2019 – To Regulate the Proceedings of Council.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Ahn

<b>258-19</b>	That Council gives second reading to Bylaw 822-2019 – To Regulate the Proceedings of Council.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Chaychuk-Rieger

<b>259-19</b>	That Council moves to hold the third reading for Bylaw 822-2019 – To Regulate the Proceedings of Council.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor McMullen Bainton

<b>260-19</b>	That Council gives third and final reading for Bylaw 822-2019 – To Regulate the Proceedings of Council.	<b>CARRIED UNANIMOUSLY</b>
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- b) Request for Decision – Bylaw 823-2019: To Establish a Code of Conduct for Members of Council

Moved by: Councillor Chaychuk-Rieger

<b>261-19</b>	That Council gives first reading to Bylaw 823-2019 – Council Code of Conduct Bylaw.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Gilmour

<b>262-19</b>	That Council gives second reading to Bylaw 823-2019 – Council Code of Conduct Bylaw.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor Burridge

<b>263-19</b>	That Council moves to hold the third reading for Bylaw 823-2019 – Council Code of Conduct Bylaw.	<b>CARRIED UNANIMOUSLY</b>
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Moved by: Councillor McMullen Bainton

<b>264-19</b>	That Council gives third and final reading for Bylaw 823-2019 – Council Code of Conduct Bylaw.	<b>CARRIED UNANIMOUSLY</b>
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**8. OLD BUSINESS**

**9. NEW BUSINESS**

- a) Request for Decision – 2019 Unofficial Census Results

Moved by: Councillor Burridge

<b>265-19</b>	That Council approves the unofficial census results of a population of 2189 and accepts the 2019 Municipal Census Report as information.	<b>CARRIED UNANIMOUSLY</b>
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- b) Request for Decision – Fox Creek Municipal Office Location

Moved by: Councillor Gilmour

<b>266-19</b>	That Council name 102 Kaybob Drive, Fox Creek, Alberta as the named location of the Municipal Office for the Town of Fox Creek, as prescribed in section 204 of the MGA.	<b>CARRIED UNANIMOUSLY</b>
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- c) Multiplex – Backup generator

Moved by: Councillor Burridge

<b>267-19</b>	That Council accepts the Multiplex – Backup generator discussion as information.	<b>CARRIED UNANIMOUSLY</b>
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- d) 2<sup>nd</sup> Annual Greenview Charity Clay Shoot Sponsorship Request/Attendance

Moved by: Councillor McMullen Bainton

<b>268-19</b>	That Council approves Councillor Watson's attendance to the 2 <sup>nd</sup> Annual Greenview Charity Clay Shoot.	<b>CARRIED UNANIMOUSLY</b>
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**10. COUNCIL'S REPORTS**

Councillor Ahn

- June 26<sup>th</sup> – Chevron Ground Breaking
- June 27<sup>th</sup> – Meeting with the HRH CAO & potential builders for the Iosegun Manor site
- July 11<sup>th</sup> – CAO Evaluation

Councillor Gilmour

- July 1<sup>st</sup> – Canada Day parade float

Councillor Chaychuk-Rieger

- June 22<sup>nd</sup> – Fire Hall Grand Opening, Toured Iosegun Manor building site with MD Councillors Gervais, Burton, and Reeve Smith as per their request
- June 27<sup>th</sup> – Community Services Meeting
- July 1<sup>st</sup> – Canada Day parade float

Councillor Watson

- Nothing to report

Councillor McMullen Bainton

- June 18<sup>th</sup> – Library Board Meeting
- June 22<sup>nd</sup> – Fox Creek Greenview Protective Service Grande Opening
- June 26<sup>th</sup> – Chevron Ground Breaking
- June 27<sup>th</sup> – Community Services Board Meeting
- July 1<sup>st</sup> – Canada Day Parade and Festivities
- July 11<sup>th</sup> – Special Meeting, CAO Evaluation

Councillor Burridge

- Nothing to report

Mayor Hailes

- June 20<sup>th</sup> – Community Futures Regular Meeting
- June 22<sup>nd</sup> – Attended Grand Opening of the Protective Services Building
- June 26<sup>th</sup> – BSN Meeting
- June 26<sup>th</sup> – Chamber of Commerce Meeting
- June 28<sup>th</sup> – Addressed Fox Creek School Graduation Ceremony
- July 1<sup>st</sup> – Canada Day and delivered speech
- July 5<sup>th</sup> – Attended Calgary Stampede as a guest of Encana

Moved by: Councillor McMullen Bainton

**269-19** That Council approves Councillor Burridge and Gilmour's attendance to the Recycling Council of Alberta conference October 2-4, 2019.

**CARRIED UNANIMOUSLY**

Moved by: Councillor Ahn

**270-19** That Council accepts the Council Reports as information.

**CARRIED UNANIMOUSLY**

**11. REPORTS AND CORRESPONDENCE FOR INFORMATION**

- a) Synergy Meeting Minutes – June 18<sup>th</sup>

Moved by: Councillor Burridge

**271-19** That Council approves 2 members of Council attend the Synergy Conference November 4-5, 2019.

**CARRIED UNANIMOUSLY**

- b) STARS – Shock Trauma Air Rescue Service Foundation letter
- c) Anthony Gordon Memorial Golf Classic – Sponsorship Letter
- d) Peace Officer Program Review Letter
- e) Ministry of Municipal Affairs 2018-19 Annual Report
- f) Thank You from Fox Creek School

Moved by: Councillor Chaychuk-Rieger

**272-19** That Council accepts the Reports and Correspondence as information.

**CARRIED UNANIMOUSLY**

**12. MOTION REVIEW**

- a) Review of 2018 / 2019 Council Motions

Moved by: Councillor Burridge

**273-19** That Council accepts the Motion Review as information.

**CARRIED UNANIMOUSLY**

### 13. COUNCIL HIGHLIGHTS

The Community Peace Officer received approval confirmation from Shell Canada for the Helmets for Kids grant application. The program will see \$1000.00 go towards supplying helmets to children in need. Roll out of the program is projected for Fall 2019.

Canada Day was held at the Fox Creek Greenview Multiplex this year and saw a large community turnout to the festivities.

The Director of Operations advised Council that the Highway Avenue Reconstruction Project is so far on schedule for a completion date of August 31, 2019. Concerns conveyed by business owners have been addressed, and as the project continues they will be kept informed of anything that will affect them.

The Clinic Manager has provided an implementation date for the EMR (Electronic Medical Record). They are having the Clinic assessment October 18 and will be going live with the system November 25, 2019.

Two new bylaws were passed at the July 15 Council Meeting. One updating the bylaw to Regulate the Proceedings of Council, and the other was a new bylaw to establish a Code of Conduct for the Members of Council. Copies of the bylaws will be made available via the Town of Fox Creek website.

Councillors McMullen Bainton and Burridge attended a Library Board Meeting June 18. The board discussed the 1 year notice advising that the Public Library was to no longer be located within the Fox Creek School. Discussions as to where the Public Library will be located, and whether it will remain its own entity or become another subdivision of the town are still ongoing. Speakers will be coming to the September Library Board meeting to provide more information and discuss these matters further.

Mayor Hailes called a brief recess at 8:23 pm  
Mayor Hailes called the meeting back to order at 8:32 pm

### 14. IN CAMERA

Moved by: Councillor Gilmour

**274-19** That Council moves to go "In Camera" at 8:33 pm.

**CARRIED UNANIMOUSLY**

Moved by: Councillor Ahn

**275-19** That Council moves to come out of "In Camera" at 9:03 pm.

**CARRIED UNANIMOUSLY**

#### a) Land

Moved by: Councillor McMullen Bainton

**276-19** That Council directs Administration to advertise that they are entertaining the sale of Lot 15, Block 44, Plan 1821990, (the old Marnevic Clay Pit) to a developer for a commercial development for a minimum of two weeks.

**CARRIED UNANIMOUSLY**

b) Land

Moved by: Councillor Ahn

**277-19** That Council directs Administration to enter into an agreement with Heart River Housing for the transfer of ownership of approximately 1.95 acres of land at 302-3<sup>rd</sup> Street for the development of Affordable Housing.

**CARRIED UNANIMOUSLY**

c) Labour

Moved by: Councillor Chaychuk-Rieger

**278-19** That Council approves a 3% increase of Cost of Living Allowance (COLA) for 2019 effective January 5<sup>th</sup>, 2019 and adjust the Wage Grids Accordingly.

**CARRIED UNANIMOUSLY**

d) Land - Taxes

Moved by: Councillor Gilmour

**279-19** That Council accepts the Tax discussion as information.

**CARRIED UNANIMOUSLY**

Mayor Hailes called a brief recess at 9:06 pm  
Mayor Hailes called the meeting back to order at 9:14 pm

Moved by: Councillor Burrige

**280-19** That Council moves to go "In Camera" at 9:14 pm.

**CARRIED UNANIMOUSLY**

Moved by: Councillor McMullen Bainton

**281-19** That Council moves to come out of "In Camera" at 9:20 pm.

**CARRIED UNANIMOUSLY**

Moved by: Councillor Gilmour

**282-19** That Council accepts the resignation of Roy Dell, Chief Administrative Officer effective immediately.

**CARRIED UNANIMOUSLY**


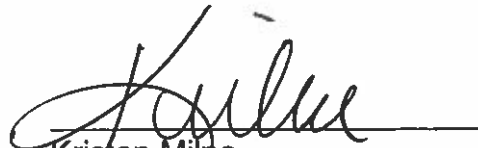
Moved by: Councillor Gilmour

**283-19** That Council appoints Kristen Milne as the Acting Chief Administrative Officer effective July 15, 2019, with all of the powers, duties and responsibilities of the Chief Administrative Officer.

**CARRIED UNANIMOUSLY**

15. **ADJOURNMENT**

Regular Meeting of Council was adjourned at 9:27 pm.

  
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Jim Hailes  
Mayor  
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Kristen Milne  
Acting Chief Administrative Officer

August 12, 2019  
Date Approved