



**MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 Council
Minutes for Regular Council Meeting #RM 18-19
10:00 a.m., Wednesday November 6, 2019**

The Regular Meeting of the Council of the Municipal District of Spirit River #133 held in the Brownlee Building of the Municipality situated at 4202 50th Street in the Town of Spirit River in the Province of Alberta on Wednesday November 6, 2019 starting at 10:00 a.m.

Reeve: Tony Van Rootselaar

Deputy Reeve: Nick vanRootselaar
Councillors: Stan Bzowy
Elaine Garrow

Administration: Dan Dibbelt
Dianne Nellis

1. CALL TO ORDER

The Reeve called the meeting to order at 10:03 a.m.

2. AGENDA ADDITIONS

- A. Draft Fractionation 101 Agenda – Wed. Nov 27, 2019, Pomeroy Hotel & Conference Center, Grande Prairie**
- B. Community Planning Association of Alberta Annual Planning Conference, April 27 – 29, 2020, Red Deer**
- C. Peace Valley Conservation and Recreation Tourism Society – River Study Project Contract Extension to March 13, 2020**
- D. Letter from Hon. Doug Schweitzer, Minister of Justice & Solicitor General, Webinar – Nov. 7th, 9:00 a.m.**
- E. MD of Spirit River Ag Fieldman's report re Crop completion 2019**
- F. County of Northern Lights letter to Hon. Devin Dreeshen, Alberta Minister of Agriculture and Federal Government Minister of Agriculture – Agriculture Disaster Declaration**
- G. County of Northern Lights Press Bulletin – Agriculture Disaster Declaration**
- H. ASB Review Summary Report**
- I. Crops in the M.D.**
- J. Central Peace Medical Services Corporation proposed 2020 Budget**

K. RMA 2019 Conference

- i. Fall Conference Agenda**
- ii. Meeting Confirmation with Hon. Madu, Minister of Municipal Affairs – Thurs. Nov. 14th – 10:30 a.m. – Salon 20, Edmonton Convention Center**
- iii. Eagle Builders Invitation – Nov. 12, 2019**
- iv. WSP Invitation to Hospitality Suite – Nov. 13, 2019**
- v. MD of Greenview Invitation – Nov. 13, 2019**
- vi. RMRF Reception – Nov. 13th, 2019**
- vii. Equus Invitation- Nov. 13th, 2019**
- viii. Hosting Saddle Hills County, Nov. 14th – Westin Hotel**

3. ADOPTION OF THE AGENDA

A. Adoption of the November 6, 2019, Regular Meeting Agenda RM 18-19

174.19.11.06 Moved by Councillor vanRootselaar that the Agenda with additions for the Regular Meeting 18-19, Wednesday, November 6, 2019 be approved

Carried Unanimously

4. DECLARATION OF INTEREST

5. COUNCILLOR ABSENCES

6. PUBLIC HEARING

7. DELEGATIONS:

Brian Ballard, Director of Community & Protective Services Overview of Central Peace Regional Emergency Management Partnership attended the meeting at 10:03 a.m.

Mr. Ballard reviewed with Council the historical background on the CPEMP and discussed the new regulations that were created in 2018 which, legislatively, come into effect on January 1st, 2020.

He provided information on what requirements will be for municipal staff relating to Emergency Management. Each municipality is required to have a full scale exercise once every three years and a table top exercise every year. The last full scale exercise occurred in BHC in 2018 and there was a table top exercise done in the MD of Spirit River in 2019. Mr. Ballard explained that the Central Peace Regional Emergency Management Partnership perform the exercises jointly and he explained how the rotation between the municipalities will be done on a go forward over the next 6 years.

He advised that all the elected officials in the Municipal District of Spirit River had obtained their required training, however, there were some deficiencies with the other administrative positions. The new CAO and Assistant CAO are required to have their training up to date with 18 months. He also advised that there are Municipal District staff that also require training in the other required areas to cover off an Emergency Operation Center.

Mr. Ballard left the meeting at 10:55 a.m.

- 175.19.11.06** Moved by Councillor vanRootselaar that Administration investigate the Brownlee to insure that it is adequate to operate as an Emergency Operation Center and if not to bring it specifications to be able to operate efficiently in an emergency.
Carried Unanimously

Dave McRae of ISL Engineering Inc. attended the meeting at 1:50 p.m.

8. ADOPTION OF PREVIOUS MINUTES

**A. Adoption of Wednesday October 2, 2019, Regular Meeting Minutes
RM 16-19**

- 176.19.11.06** Moved by Councillor Bzowy that the Minutes of the Organization Meeting OM -19 held Wednesday October 16, 2019 be accepted.
Carried Unanimously

- 177.19.11.06** Moved by Councillor Bzowy that the Minutes of the Regular Meeting RM 17 -19 held Wednesday October 16, 2019 be accepted.
Carried Unanimously

9. BUSINESS ARISING FROM MINUTES

10. REPORTS

CAO Report

Dan Dibbelt reviewed his report with Council.

- 178.19.11.06** Moved by Councillor vanRootselaar that administration proceed with the administration building improvements including the painting of the interior of the mainfloor and replacing the flooring of the entrances, a total value of approximately \$10,000.
Carried Unanimously

- 179.19.11.06** Moved by Councillor Garrow that the November 20th, 2019 Council meeting be cancelled.
Carried Unanimously

- 180.19.11.06** Moved by Councillor Garrow that approval be given to close the office on December 27th, 2019 and that the staff receive the day off with pay.
Carried Unanimously

A. Public Works Report

B. Agricultural Fieldman

C. Director of Corporate Services

CAO Dibbelt reviewed the department managers' reports with Council

- 181.19.11.06** Moved by Councillor vanRootselaar that approval be given to dispose of the unit 51-02, the 2001 van previously utilized by FCSS and to dispose of other obsolete items in the public works yard.

11. TABLED ITEMS AND OLD BUSINESS

12. RECOMMENDATIONS FROM COMMITTEE

13. NEW BUSINESS

Employee & Family Assistance Program

182.19.11.06 Moved by Councillor Bzowy Employee & Family Assistance Program be provided to staff at a cost of \$5.13/employee per month.

Carried Unanimously

14. BYLAWS:

Dave McRae of ISL Engineering Inc. reviewed the IDP; MDP and LUB project with Council. He advised of the minor amendments that had come forward since the last review with Council.

Mr. McRae left the meeting at 2:26 p.m.

A. Bylaw 09-2019 – Intermunicipal Development Plan (Town of Spirit River; Village of Rycroft; Municipal District of Spirit River) – First Reading

183.19.11.06 Moved by Councillor Garrow that Bylaw 09-2019, for the adoption of the Intermunicipal Development Plan between the Town of Spirit River; the Village of Rycroft; and the Municipal District of Spirit River, be read a first time.

Carried Unanimously

B. Bylaw 10-2019 – Amending Municipal Development Plan 10-2010 - First Reading

184.19.11.06 Moved by Councillor Bzowy that Bylaw 10-2019, to Amend the Municipal Development Plan be read a first time.

Carried Unanimously

C. Bylaw 11-2019 – Land Use Bylaw, First reading

185.19.11.06 Moved by Councillor vanRootselaar that Bylaw 11-2019, for the adoption of the new Land Use Bylaw be read a first time.

Carried Unanimously

186.19.11.06 Moved by Reeve Van Rootselaar that, pursuant to the Municipal Government Act, a joint public hearing date be set for November 26, 2019 at the Rycroft Community Hall to hear comments relating to Bylaw 09- 2019, the Intermunicipal Development Plan between the Town of Spirit River; the Village of Rycroft and the Municipal District of Spirit River.

Carried Unanimously

187.19.11.06 Moved by Councillor vanRootselaar that, pursuant to the Municipal Government Act, a public hearing be set for December 18, 2019 to hear comments relating to Bylaw 10-2019 to amend the Municipal Development Plan.

Carried Unanimously

188.19.11.06 Moved by Councillor Bzowy that, pursuant to the Municipal Government Act, a public hearing be set for December 18, 2019 to hear comments relating to Bylaw 11-2019, the new Land Use Bylaw.

Carried Unanimously

15. CORRESPONDENCE AND INFORMATION

- A. Letter from Hon. Madu, Minister of Municipal Affairs (2019-2020 Provincial Budget)
- B. RMA – Bulletin – Alberta Budget 2019 – 2020 Facts
- C. AUMA Preliminary Analysis of the Government of Alberta’s 2019 Budget
- D. ATCO Line Clearance Mitigation – Transmission Line 7L73
- E. Letter – Saddle Hills County – Central Peace Regional Intermunicipal Subdivision & Development Appeal Board
- F. Letter - Grande Prairie Regional College – New President & CEO
- G. Plant Protein Alliance of Alberta – Monthly Newsletter
- H. Voda Inc. – Altus Group Responsible for various energy companies
- I. Letter from VSI (1980) Services Ltd. – update on 2019 useage
- j. Draft Fractionation 101 Agenda
- k. Community Planning Association Conference
- l. Peace Valley Conservation & Recreation Tourism Society River study project Contract extension
- m. Letter from Min. of Justice & Solicitor General – webinar Nov 7th, 2019
- n. Ag Fieldman report on crop completion

189.19.11.06 Moved by Councillor Garrow that the MD of Spirit River declare an agricultural disaster.

Carried Unanimously

- o. Country of Northern Lights letter declaration of Agricultural Disaster
- p. County of Northern Lights Press Bulletin
- q. Central Peace Medical Services Corporation proposed 2020 Budget
- r. RMA Agenda and Items

16. COUNCIL ISSUES AND CONCERNS

17. CLOSED MEETING – LABOUR & LEGAL

190.19.11.06 Moved by Councillor Bzowy that the meeting be closed to the public.

Carried Unanimously

The meeting went into closed meeting at 3:30 p.m.

Assistant CAO, Dianne Nellis, left the meeting at 3:33 p.m.

191.19.11.06 Moved by Councillor Bzowy that the meeting come out of closed meeting.

Carried Unanimously

The meeting came out of closed meeting at 4:25 p.m.

192.19.11.06 Moved by Councillor vanRootselaar that the Assistant CAO contract be set at \$70,000 per annum effective September 1, 2019.

Carried Unanimously

193.19.11.06 Moved by Councillor Garrow that the Executive Assistant position be reinstated and that human resources component be added to the duties of the said Executive Assistant.

Carried Unanimously

194.19.11.06 Moved by Councillor Garrow that administration be directed to write a letter to the lawyers in the matter of Markovich vs. Village of Rycroft that former CAO Kelly Hudson did not speak on behalf of the Municipal District of Spirit River when he issued the Affidavit on November 27, 2018.

18. ADJOURNMENT

There being no further business the meeting was adjourned by the Chair at 4:35 p.m.

These minutes approved this 4 day of December, 2019.



REEVE
Tony Van Rootselaar



CAO
Dan Dibbelt