

DISCLAIMER:

Council for the Town of Grande Cache has reviewed and approved these meeting minutes. The original documents are signed, sealed and filed at the Town Office. For a copy of the original, please contact the Town Office at: admin@grandecache.ca or (780) 827-3362.

**Town of Grande Cache
REGULAR COUNCIL MEETING
Wednesday, November 12, 2008 at 9:00 am
Council Chambers**

Present: Mayor Louise Krewusik
Councillor Vic Beland
Councillor Terry Coray
Councillor Gordon Frentz
Councillor Tony McCormick
Councillor Yvonne Rempel
Councillor Jim Scott (9:42 am)
Darren Ottaway, Chief Administrative Officer
Carolyn Ferraby, Chief Financial Officer
Lisa Brown, Executive Assistant

Regrets: None

1.0 CALL TO ORDER

Mayor Louise Krewusik called the meeting to order at 9:03 am.

2.0 ACCEPTANCE OF AGENDA

Deputy Mayor Frentz asked to add the following items:

- 9.2 – In Camera, Financial
- 9.3 – In Camera, Personnel

The agenda was accepted as amended.

**Moved by Councillor Frentz and seconded by Councillor Coray
291/08 RESOLVED THAT the agenda is adopted as amended.**

CARRIED

3.0 DELEGATIONS

3.1 RCMP, Monthly Report

Sgt. Brian Bohlken gave a verbal overview of the monthly statistics for October.

3.2 Mr. Dave Smith, Foothills Forest Products

Mr. Smith gave Council an update on the operations at the mill. He said the housing crises in the US and the global economy is affecting the mill. He asked if the Town would support their application for an FMA. Mr. Smith explained the mill has submitted an application for funding to the provincial government regarding 'environment-friendly operations'. He said the mill is asking to shut down their existing burner and use the waste materials to increase the wood pellet production.

Councillor Beland asked if the mill is sending timber to BC. Mr. Smith explained the mill is sending finished lumber product, ie. dimensional lumber, not any logs.

Councillor Frentz asked if timber from the Mountain Pine Beetle infestation can be used for pellet production. Mr. Smith explained the process to produce pellets, and it would not be costs efficient at this time to use infested wood.

Mayor Krewusik thanked Mr. Smith for attending the meeting and providing an update on the company's activities and operations.

3.3 Mr. Arthur Ding, Grande Cache Institution

Mr. Arthur Ding, Warden at Grande Cache Institution introduced the delegation: Mr. Paul Bailey, Deputy Warden and Mr. Dave Ling, Assistant Deputy Warden.

Mr. Ding gave an update on the Institution's power supply system. He explained the process to add medium security inmate space at the Institution.

Mr. Bailey gave a brief history of the Institution and types of inmates housed during its operations. He explained the type of inmates and levels of security required.

Mr. Ling explained the process of changing the facility from minimum to medium security. He gave a brief overview of the facility changes and upgrades. He explained the number of staff required and types of training.

Councillor Coray asked if the minimum and medium security inmates will be together. Mr. Bailey explained that because of the different levels of security, they will be separate.

Mayor Krewusik asked how the Institution will deploy staff. Mr. Bailey explained the staff training and type of training involved for each level of security. Mr. Ding further explained Corrections Service Canada (CSC) procedures and guidelines for assessing and determining the number of staff required for each facility. He said the Institution will have approximately 254 staff.

Mayor Krewusik thanked the delegation for attending the meeting and providing an update on the upgrades and operations for the Grande Cache Institution.

3.4 Mr. Jason Patterson, Community Futures West Yellowhead

Mr. Jason Patterson, Executive Director of Community Futures West Yellowhead gave a PowerPoint presentation on services and programs offered by his office.

4.0 READING OF MINUTES

D. Ottaway explained that the meeting minutes were not available for approval.

5.0 COMMUNICATIONS

	<u>From</u>	<u>Subject</u>	<u>Disposition</u>
5.1	Mr. Luke Ouellette, Minister of Transportation	Letter, re: Municipal Infrastructure Program	Info
5.2	Yellowhead Region Educational Society	Letter, re: Membership Renewal	to Committee
5.3	University of Alberta	Letter, re: Seniors Fall Prevention Month	Action
5.4	Royal Canadian Legion	Letter, re: Military Service Recognition Book	Action

Moved by Councillor Beland and seconded by Councillor Coray

292/08 RESOLVED THAT Council proclaims November 2008 Seniors Fall Prevention Month in Grande Cache.

CARRIED

**Moved by Councillor Beland and seconded by Councillor Rempel
293/08 RESOLVED THAT** Council approves a ¼ page, full color advertisement in the Military Service Recognition Book, as requested from the Royal Canadian Legion.

CARRIED

ACTION: Council directs Administration to advertise the Proclamation for Seniors Fall Prevention Month in the Grande Cache Mountaineer.

ACTION: Council directs Administration to prepare and submit a ¼ page, full color advertisement in the Royal Canadian Legion's 'Military Service Recognition Book'.

6.0 BY-LAWS

6.1 Snow Removal and Ice Control By-Law No. 674

Mayor Krewusik explained this by-law has been given first reading and asked if Council has questions, suggestions, revisions, deletions or comments.

Councillor Scott, referring to Sections 4.1 and 4.4, suggested adding residential properties, not just commercial properties. He said responsibility for snow removal needs to be clarified, whether it is the owner or occupant. He asked who would be legally liable in case of injury. D. Ottaway said in the downtown area both the Town and property owner would be liable. He explained the downtown area snow removal priorities.

Councillor Frenz asked about residential snow removal for sidewalks. D. Ottaway recommended to 'encourage' residents to clear the sidewalk in front of their property, rather than instituting a by-law and having to enforce it.

ACTION: Council directs Administration to remove Sections 4.1 and 4.2 from By-Law No. 674 – To Regulate and Control Snow Removal and Ice.

**Moved by Councillor Frenz and seconded by Councillor Beland
294/08 RESOLVED THAT** By-Law No. 674, To Regulate and Control Snow Removal and Ice within the Town of Grande Cache given second reading.

CARRIED

**Moved by Councillor Coray and seconded by Councillor Rempel
295/08 RESOLVED THAT** By-Law No. 674, To Regulate and Control Snow Removal and Ice within the Town of Grande Cache given third and final reading.

CARRIED

9.0 IN CAMERA

9.1 Financial

9.2 Financial

9.3 Personnel

**Moved by Councillor Rempel and seconded by Councillor Coray
296/08 RESOLVED THAT** Council enters into a Closed Session Meeting at 11:06 am.

CARRIED

Moved by Councillor Rempel and seconded by Councillor Coray
297/08 RESOLVED THAT Council ends the Closed Session Meeting, and reverts back to the Regular Council Meeting at 11:48 am.

CARRIED

7.0 UNFINISHED BUSINESS

7.1 RCMP Memorandum of Understanding

Mayor Krewusik explained that Council must decide whether to sign the RCMP Memorandum of Understanding for the Enhanced Police Service position. She explained the discussions from the November 7 meeting.

Moved by Councillor Coray and seconded by Councillor Rempel
298/08 RESOLVED THAT Council agrees to sign the Memorandum of Understanding between the RCMP and the Town of Grande Cache, effective April 1, 2009, for a three year term.

CARRIED

ACTION: Council directs Administration to schedule a meeting with Sgt. Bohlken of the RCMP to discuss the details of the Enhanced Police Service position.

Moved by Councillor Frenz and seconded by Councillor Beland
299/08 RESOLVED THAT Council agrees to extend the Regular Meeting to 12:50 pm.

CARRIED

8.0 NEW BUSINESS

8.1 Policy and Procedures Manual - Draft

D. Ottaway explained the content of the manual, and recommended that Council set-up a Committee to review. He also recommended having 'Policy Review' as a standing item on the second Wednesday meeting agenda.

Moved by Councillor Frenz and seconded by Councillor Beland
300/08 RESOLVED THAT Council agrees that the Policy Manual Review Committee consist of Council-as-a-Whole.

CARRIED

8.2 2007 Combined Financial Statements

Moved by Councillor Beland and seconded by Councillor Frenz
301/08 RESOLVED THAT Council accepts the 2007 Combined Financial Statements as amended.

CARRIED

10.0 ROUNDTABLE DISCUSSIONS

Council conducted a brief roundtable discussion.

11.0 NEXT MEETING

The next Regular Meeting of Council is Wednesday, November 26, 2008 at 5:00 pm in Council Chambers.

13.0 ADJOURNMENT

Moved by Councillor Coray and seconded by Councillor Beland

302/08 WHEREAS the business of this meeting has now been completed;

BE IT RESOLVED THAT Council does now adjourn.

CARRIED

The meeting concluded at 12:51 pm.

Louise Krewusik
Mayor

Darren Ottaway
Chief Administrative Officer

RECAPULATION

Motions:

- Moved by Councillor Frentz and seconded by Councillor Coray**
291/08 RESOLVED THAT the agenda is adopted as amended. **CARRIED**
- Moved by Councillor Beland and seconded by Councillor Coray**
292/08 RESOLVED THAT Council proclaims November 2008 Seniors Fall Prevention Month in Grande Cache. **CARRIED**
- Moved by Councillor Beland and seconded by Councillor Rempel**
293/08 RESOLVED THAT Council approves a ¼ page, full color advertisement in the Military Service Recognition Book, as requested from the Royal Canadian Legion. **CARRIED**
- Moved by Councillor Frentz and seconded by Councillor Beland**
294/08 RESOLVED THAT By-Law No. 674, To Regulate and Control Snow Removal and Ice within the Town of Grande Cache given second reading. **CARRIED**
- Moved by Councillor Coray and seconded by Councillor Rempel**
295/08 RESOLVED THAT By-Law No. 674, To Regulate and Control Snow Removal and Ice within the Town of Grande Cache given third and final reading. **CARRIED**
- Moved by Councillor Rempel and seconded by Councillor Coray**
296/08 RESOLVED THAT Council enters into a Closed Session Meeting at 11:06 am. **CARRIED**
- Moved by Councillor Rempel and seconded by Councillor Coray**
297/08 RESOLVED THAT Council ends the Closed Session Meeting, and reverts back to the Regular Council Meeting at 11:48 am. **CARRIED**
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- Moved by Councillor Frentz and seconded by Councillor Beland**
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300/08 RESOLVED THAT Council agrees that the Policy Manual Review Committee consist of Council-as-a-Whole. **CARRIED**
- Moved by Councillor Beland and seconded by Councillor Frentz**
301/08 RESOLVED THAT Council accepts the 2007 Combined Financial Statements as amended. **CARRIED**
- Moved by Councillor Coray and seconded by Councillor Beland**
302/08 WHEREAS the business of this meeting has now been completed;
- BE IT RESOLVED THAT** Council does now adjourn. **CARRIED**

Actions:

Council directs Administration to advertise the Proclamation for Seniors Fall Prevention Month in the Grande Cache Mountaineer.

Council directs Administration to prepare and submit a ¼ page, full color advertisement in the Royal Canadian Legion's 'Military Service Recognition Book'.

Council directs Administration to remove Sections 4.1 and 4.2 from By-Law No. 674 – To Regulate and Control Snow Removal and Ice.

Council directs Administration to schedule a meeting with Sgt. Bohlken of the RCMP to discuss the details of the Enhanced Police Service position.