



**COUNCIL MINUTES**  
**Regular Meeting of July 25, 2011**

**PRESENT:**

Deputy Mayor  
Councillors

Sheila Beloin  
Mary Campbell  
Jim Ahn  
Brenda Burridge  
Bernie Hornby

Chief Administrative Officer  
Director of Operations  
Director of Recreation and Parks  
A/Director of Community Services  
Economic Development Officer  
Executive Secretary  
Fire Chief  
Community Peace Officer

Ken Gwozdz  
Owen Farnel  
Renee Fenwick  
Shannon Bray  
Tristan Choi  
Kristen Hagen  
Les Paul  
Al Carroll

**ABSENT WITH NOTICE**

Mayor  
Director of Finance

Leora Mackinnon  
Florrie Macleod

**1. CALL TO ORDER**

Deputy Mayor Sheila Beloin called the Regular Meeting of Council for Monday July 25, 2011 to order at 6:34 pm.

**2. ADOPTION OF AGENDA**

Amendment:  
Move 6(e) to follow 6(a)

Moved by: Councillor Ahn

**237-11** To accept the Agenda for the July 25, 2011 Meeting of the Fox Creek Town Council, as amended.  
**CARRIED UNANIMOUSLY**

**3. APPROVAL OF MINUTES**

a) Minutes of the Regular Meeting of Council June 27, 2011  
Moved by: Councillor Campbell

**238-11** To accept the Minutes of the Regular Meeting of Council held June 27, 2011 as presented  
**CARRIED UNANIMOUSLY**

**4. DELEGATIONS**

a) Royal Canadian Mounted Police  
Sergeant, Jeff McBeth

Sergeant Jeff McBeth presented the monthly report for the period ending July 14, 2011 to Council on behalf of the Royal Canadian Mounted Police. Sergeant McBeth made Council aware that the numbers are a little up because of the economy boost and the amount of people in Town recently. The Grand Opening and Golf Tournament were both held in the month of June and both went successfully, raising about \$14,000.00 that will benefit the

community in various ways. Councillor Ahn inquired about the assaults, wondering if most of the people committing the crimes were from local people or people visiting the Town. Sergeant McBeth is going to gather this information and bring it back to the next Council meeting.

Moved by: Councillor Hornby

**239-11** To accept the Royal Canadian Mounted Police Monthly report as presented.

**CARRIED UNANIMOUSLY**

## **5. BYLAWS**

- a) By-Law 701-201 Water Conservation By-Law  
Ken Gwozdz, Chief Administrative Officer

Chief Administrative Officer, Ken Gwozdz presented this By-Law to Council for second and third readings. Council raised concern about the title and the odd/even wording of the By-Law. The By-Law was tabled until the next Committee of the Whole Meeting for further discussion.

Moved by: Councillor Hornby

**240-11** To approve the 2<sup>nd</sup> reading of By-Law 701-2011 Water Conservation By-Law.

**NOT CARRIED**

Moved by: Councillor Burridge

**241-11** To table By-Law 701-2011 Water Conservation By-Law until the next Committee of the Whole Meeting on August 17, 2011.

**CARRIED UNANIMOUSLY**

- b) By-Law 704-2011 The Water By-Law  
Ken Gwozdz, Chief Administrative Officer

Chief Administrative Officer, Ken Gwozdz presented By-Law 704-2011 to Council for first reading.

Moved by: Councillor Ahn

**242-11** To approve 1<sup>st</sup> reading of By-Law 704-2011 The Water By-Law.

**CARRIED UNANIMOUSLY**

Moved by: Councillor Campbell

**243-11** To bring By-Law 704-2011 The Water By-Law forward to the August 17, 2011 Committee of the Whole Meeting for further discussion.

**CARRIED UNANIMOUSLY**

## **6. STAFF REPORTS**

- a) Community Peace Officer  
Al Carroll

The Community Peace Officer informed Council that he has spoken with the owner of the Trailer on the top of the hill and they will be removing the Trailer by the end of the Month. The Community Peace Officer has also been in contact with the Trailer Park Owner regarding this issue.



Moved by: Councillor Campbell

**244-11** To accept the Community Peace Officer's report as information.  
**CARRIED UNANIMOUSLY**

b) Fire Chief  
Les Paul

Moved by: Councillor Ahn

**245-11** To accept the Fire Chief's report as information.  
**CARRIED UNANIMOUSLY**

c) Chief Administrative Officer  
Ken Gwozdz

Moved by: Councillor Burridge

**246-11** To accept the Chief Administrative Officer's report as information.  
**CARRIED UNANIMOUSLY**

d) Director of Recreation and Parks  
Renee Fenwick

The Director of Recreation and Parks informed Council that there has been a delay in the delivery of the new Mower, the Mower is now expected the week of August 1<sup>st</sup>. Renee Fenwick also informed Council that a total of 252 hours were put into Canada Day by Town Staff not including clean up. The Chamber was very grateful for all the hours that the Town put in to help during the event.

Moved by: Councillor Hornby

**247-11** To accept the Director of Recreation and Parks report as information.  
**CARRIED UNANIMOUSLY**

e) A/Director of Community Services  
Shannon Bray

Shannon Bray informed Council that the Teddy Bear Picnic went very well with 100 people who attended the event. Mrs. Bray also informed Council that losegun Manor is filling up very quickly with another resident moving in on the first of August and others interested.

Moved by: Councillor Campbell

**248-11** To accept the A/Director of Community Services report as information.  
**CARRIED UNANIMOUSLY**

f) Director of Operations  
Owen Farnel

The Director of Operations informed Council that Well #4 is now operating at twice the amount it has been in the past. Owen Farnel also informed Council that it has been too wet to complete any of the major projects that public works has on the go.

Moved by: Councillor Ahn



**249-11** To accept the Director of Operations report as information.  
**CARRIED UNANIMOUSLY**

**7. ACCOUNTS PAYABLE**

- a) Accounts Payable – July 25, 2011  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Burridge

**250-11** To accept the Accounts Payable – July 25, 2011 as presented.  
**CARRIED UNANIMOUSLY**

- b) Monthly Cash Statement – June 30, 2011  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Campbell

**251-11** To accept the Monthly Cash Statement – June 30, 2011 as presented.  
**CARRIED UNANIMOUSLY**

- c) Statement of Operating Revenues and Expenditures – June 30, 2011  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Campbell

**252-11** To accept the Statement of Operating Revenues and Expenditures – June 30, 2011 as presented.  
**CARRIED UNANIMOUSLY**

**8. NEW BUSINESS**

- a) Request for Decision – Revised Interchange Access to Highway Avenue  
Tristan Choi, Economic Development Officer

Moved by: Councillor Ahn

**253-11** To approve the concept plan so administration can move forward with the future development plans and to hold off on the pricing of the lots.  
**CARRIED UNANIMOUSLY**

- b) Request for Decision – Local Improvement Plan  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Campbell

**254-11** That Rocky Mountain Valve be permitted to tie into Municipal Water and Sanitary Sewer at 1<sup>st</sup> Avenue and the back alley via the road right-of-way ditch at their own cost to the standards and specifications of the Town of Fox Creek.  
**CARRIED UNANIMOUSLY**

Moved by: Councillor Burridge

**255-11** That Council rescinds motion #235-11, the proposed Local Improvement Plan.  
**CARRIED UNANIMOUSLY**

- c) Naming/Dedication of Skateboard Park  
Renee Fenwick, Director of Recreation and Parks

Moved by: Councillor Ahn

**256-11** That Council approve the naming in memoriam of the new Skatepark as Lani McLeod Memorial Skatepark with on-site signage and articles regarding the dedication in the local press.  
**CARRIED UNANIMOUSLY**

**9. NEW BUSINESS**

- a) Request for Decision – Quote from Contractor for preparing Commercial Lots  
Owen Farnel, Director of Operations

Owen Farnel presented Council with an estimated quote received from a Contractor of about \$60,000.00 - \$70,000.00 to build up the Commercial Lots that are for sale around the Storm Retention Pond.

Moved by: Councillor Ahn

**257-11** To bring the contractor quote back to the August 17, 2011 Committee of the Whole Meeting for further discussion.  
**CARRIED UNANIMOUSLY**

- b) Request for Decision – Water Awareness Plan  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Campbell

**258-11** That Council directs administration to proceed with a four step Water Awareness Plan for our community to participate in.  
**CARRIED UNANIMOUSLY**

- c) Request for Decision – Strategic Planning Session  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Burridge

**259-11** That Administration be directed to set up a Strategic Planning Session on November 4-6 in Edmonton with a Facilitator at either the River Cree Resort and Casino or the Mayfield Hotel with the funds coming from the General Reserve.  
**CARRIED UNANIMOUSLY**

- d) Request for Decision – Job Description  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Hornby

**260-11** That the Job Description for the Director of Recreation and Parks be amended to read "Director of Parks and Recreation"  
**CARRIED UNANIMOUSLY**

- e) Councillor Resignation  
Ken Gwozdz, Chief Administrative Officer

Moved by: Councillor Hornby



**261-11** To accept Councillor Mott's resignation with regret.  
**CARRIED UNANIMOUSLY**

f) Request for Decision – Set Date for 2011 By-Election  
Ken Gwozdz, Chief Administrative Officer  
Moved by: Councillor Ahn

**262-11** To set October 17, 2011 as the date for the 2011 By-Election; to set September 19, 2011 as Nomination Day, and to set Thursday October 13, as the date of the advance vote.  
**CARRIED UNANIMOUSLY**

g) Request for Decision – Appointment of Returning Officer 2011 Municipal By-Election  
Ken Gwozdz, Chief Administrative Officer  
Moved by: Councillor Campbell

**263-11** To appoint Cindy Nielson as Returning Officer for the 2011 Municipal By-Election.  
**CARRIED UNANIMOUSLY**

h) Request for Decision – Policy Manual  
Ken Gwozdz, Chief Administrative Officer  
Moved by: Councillor Burridge

**264-11** For Administration to include all Job Description in our Policy Manual.  
**CARRIED UNANIMOUSLY**

**10. MAYOR'S CORNER/COUNCILLOR'S REPORTS**

Community Futures – Councillor Ahn  
Councillor Ahn reported to Council that he had attended the Community Futures Meeting held in Fox Creek on July 21, 2011. Councillor Ahn informed Council that the meeting reviewed portfolios and discussed that the federal government has not yet answered as to how long the contract is good for, which makes it very difficult for Community Futures to plan.

**11. REPORTS AND CORRESPONDENCE FOR INFORMATION**

- a) Municipal Policy Overview – Letter from Gary Mar
- b) Alberta Municipal Affairs – Wastewater Lift Station Plaque
- c) Alberta Municipal Affairs – Safety Recognition Award
- d) 12<sup>th</sup> Annual Alberta Recycling Conference – September 2011

Moved by: Councillor Campbell

**265-11** To approve Councillor Brenda Burridge to attend the 12<sup>th</sup> Annual Alberta Recycling Conference in September 2011.  
**CARRIED UNANIMOUSLY**

Moved by: Councillor Burridge

**266-11** To accept the reports and correspondence as information.  
**CARRIED UNANIMOUSLY**

**11. IN CAMERA**

Moved by: Councillor Campbell

**267-11** To go "in camera" at 9:36 pm. **CARRIED UNANIMOUSLY**

Moved by: Councillor Campbell

**268-11** To come out of "in camera" at 9:49 pm. **CARRIED UNANIMOUSLY**

a) Legal

Moved by: Councillor Ahn

**269-11** That Administration be directed to issue a Stop Order to the landowner(s) of Lot 2B, Block 36, Plan 084 0474 in accordance with the Municipal Government Act to remove the existing building and foundation on Lot 2B, block 36, Plan 084 0474, furthermore this property have a caveat placed on the title in accordance to the MGA. **CARRIED UNANIMOUSLY**

Moved by: Councillor Burridge

**270-11** That Administration be directed to advise the landowner(s) of Lots 20 and 21, Block 42, Plan 832-0579 that the Town of Fox Creek agrees to the stipulations in his letter of request dated July 7, 2011 and all work being done to finishing the exterior of the house and driveway to be completed prior to October 31, 2011. **CARRIED UNANIMOUSLY**

b) Land

Moved by: Councillor Campbell

**271-11** That Council approve the sale of Lot 18, Plan 762-0609 to Mr. Pieter Bruwer for the sum of Twenty Four Thousand Seven Hundred and Twenty Five Dollars and Ninety Six Cents (\$24,725.96), exclusive of GST and an elevation drawing be provided. **CARRIED UNANIMOUSLY**

Moved by: Councillor Campbell

**272-11** That Administration be directed to proceed with obtaining a Class D estimate from DCL Siemens Engineering to bring proposed Lot 9 (4.9 acres/1.98 hectares) to road grade by clearing, topsoil stripping, common excavation and excavating. **CARRIED UNANIMOUSLY**

Moved by Councillor Ahn

**273-11** That Administration be directed to proceed with land negotiations with MIRAE Investments for proposed lot 9 being (4.9 acres/1.98 hectares) as per the approved Concept Plan for Highway Commercial/Industrial Area with a letter of intent and 10% deposit from the developer. **CARRIED UNANIMOUSLY**

Moved by: Councillor Burridge



**274-11** That Administration proceed with Engineering and tendering/construction once a letter of intent is received from MIRAE Investments and approved by the Town of proposed lot 9 being (4.9 acres/1.98 hectares) as per approved Concept Plan for the Highway Commercial/Industrial Area as well as a storm drainage plan for the area and the cost to be taken from the Land Reserve.

**CARRIED UNANIMOUSLY**

Moved by: Councillor Hornby

**275-11** That Administration be directed to proceed with the surveying of all lots in the approved Concept Plan for the Highway Commercial/Industrial lots. These costs are to be taken from the Land Reserve.

**CARRIED UNANIMOUSLY**

c) Labour

Moved by: Councillor Ahn

**276-11** That Tristan Choi, Economic/Assistant Development Officer be granted an 8 month leave of absence without pay starting September 1, 2011 until the end of April 2012 in order to take a Masters in Economic Development at the University of Waterloo subject to a signed contract.

**CARRIED UNANIMOUSLY**

## 12. ADJOURNMENT

Moved by: Councillor Ahn

**277-11** To adjourn the Regular Meeting of Council at 9:50 pm

**CARRIED UNANIMOUSLY**

  
Sheila Beloin  
Deputy Mayor

  
Ken Gwozdz  
Chief Administrative Officer

July 25, 2011  
Date Approved