



**Council - Regular Meeting Minutes**

**Tuesday, November 12, 2019**

**6:00 p.m.**

**Council Chambers**

Council Present: Mayor Craig Copeland  
Councillor Bob Buckle  
Councillor Jurgen Grau  
Councillor Duane Lay  
Councillor Vicky Lefebvre  
Councillor Kirk Soroka  
Councillor Chris Vining

Staff Present: Chief Administrative Officer Kevin Nagoya  
General Manager of Corporate Services Linda Mortenson  
General Manager of Infrastructure Services Azam Khan  
General Manager of Planning & Development Services Howard Pinnock  
General Manager of Community Services Glenn Barnes  
Manager of Strategic Initiatives Andrew Serba  
Executive/Recording Secretary Cindy Reimer

**CALL TO ORDER**

The meeting was called to order at this time being 6:00 p.m. by Mayor Copeland.

**ADOPTION OF AGENDA**

**Resolution # CRM2019112.1001**

Moved by Councillor Buckle

That the agenda be adopted as presented.

**Carried Unanimously**

**DISCLOSURE OF INTEREST**

None.

## **MINUTES APPROVAL**

### **Council - Organizational Meeting October 22, 2019**

#### **Resolution # CRM20191112.1002**

Moved by Councillor Lay

That the minutes of Council's organizational meeting held October 22, 2019 be accepted as presented.

**Carried Unanimously**

### **Council - Regular Meeting October 22, 2019**

#### **Resolution # CRM20191112.1003**

Moved by Councillor Vining

That the minutes of Council's regular meeting held October 22, 2019 be accepted as presented.

**Carried Unanimously**

## **PUBLIC QUESTION PERIOD**

None.

## **PUBLIC HEARINGS**

None.

## **DELEGATIONS**

### **Alberta Public Works Association (APWA) - Alberta Chapter - Garry Webster**

Mayor Copeland welcomed Alberta Public Works Association (APWA) - Alberta Chapter President Garry Webster to the Council meeting at this time being 6:01 p.m.

APWA President Webster presented the following two (2) awards to the City of Cold Lake:

- APWA Award - 2019 Commendation for Exemplary Service to Public Works Elected Official Mayor Copeland (accepted by City of Cold Lake Mayor Copeland)

- APWA Award - 2019 Public Works Week Celebrations - Large Community (accepted by City of Cold Lake General Manager of Infrastructure Services A. Khan)

Mayor Copeland congratulated City staff present in the gallery, and photos were taken at this time being 6:07 p.m.

Mayor Copeland thanked President Webster for the presentation, and President Webster left the meeting at this time being 6:10 p.m.

### **Cold Lake RCMP Detachment - Staff Sgt. Buchanan**

Mayor Copeland welcomed Cold Lake RCMP Detachment Staff Sergeant Scott Buchanan and Sergeant Ryan Howrish to the Council meeting at this time being 6:11 p.m.

S/Sgt. Buchanan and Sgt. Howrish presented Council with a lengthy power point presentation which highlighted the following:

- 2019/2020 (year start April 1, 2019) 2<sup>nd</sup> Quarter Stats (July, August, and September 2019)

Extensive questions from Council ensued at this time with S/Sgt. Buchanan and Sgt. Howrish addressing issues, comments, and concerns that Mayor and Council had.

Mayor Copeland thanked S/Sgt. Buchanan and Sgt. Howrish for their informative presentation.

S/Sgt. Buchanan and Sgt. Howrish left the meeting at this time being 6:49 p.m.

### **Cold Lake Seniors' Society - Ray Coates and Jeanette Laforce**

Mayor Copeland welcomed Cold Lake Seniors' Society Director Ray Coates, Treasurer Jeannette Laforce, and Director Roger Baker to the Council meeting at this time being 6:49 p.m.

Director Coates provided commendation towards General Manager of Corporate Services L. Mortenson and Executive/Recording Secretary C. Reimer for their years of service with the City of Cold Lake noting that they have both been employed with the City since his tenure as Mayor.

Director Coates, Treasurer Laforce, and Director Baker advised that the Cold Lake Seniors' Society were not seeking any funding at this time, but rather providing Council with an update on the Seniors' Society. The following information was provided to Council:

- Letter of Introduction
- Beliefs and Mission Statement
- Financial Budget for Programming
- November 2019 Newsletter
- November 2019 Calendar

Questions from Council ensued at this time.

Mayor Copeland thanked Director Coates, Treasurer Laforce, and Director Baker for their presentation, and the dedication and hard work they provide towards keeping Cold Lake and area seniors healthy by keeping them active.

Director Coates, Treasurer Laforce, and Director Baker left the meeting at this time being 7:06 p.m.

### **Cold Lake Library Board - Darren Robson and Jeannette Hatta**

Mayor Copeland welcomed Cold Lake Library Board Treasurer Darren Robson and Board Member Jeannette Hatta to the Council meeting at this time being 7:07 p.m. (Library Director Leslie Price remained seated in the gallery).

Treasurer Robson and Board Member Hatta provided Council with a power point presentation with respect to the Cold Lake Public Library's memberships and circulation, program highlights, coalitions and testimonials, and 2019 budget expenses and 2020 budget revenue.

Treasurer Robson thanked the City for their past funding of \$5,000.00 which enabled the Cold Lake Library Board to offer free library memberships in 2019. The Cold Lake Library Board are hoping to only need \$3,000.00 from the City of Cold Lake this year to enable for the provision of free memberships, as they have asked for the M.D. of Bonnyville's consideration in providing \$2,000.00 toward this initiative.

Treasurer Robson noted that the Cold Lake Library Board are looking at a 2.98% increase in expenses for 2020 due to increasing opening hours at both branches, expected increase in dues to the Northern Lights Library System (NLLS), and a plan of service to include funding for programs and equipment.

Questions from Council ensued at this time.

Mayor Copeland thanked Treasurer Robson and Board Member Hatta for their informative presentation advising that Council would consider the request from the Cold Lake Library Board during the City's 2020 budget deliberations.

Treasurer Robson, Board Member Hatta, and Library Director Price left the meeting at this time being 7:27 p.m.

**Resolution # CRM2019112.1004**

Moved by Councillor Vining

That the meeting be recessed at this time being 7:27 p.m., and reconvened at the call of the Chair.

**Carried Unanimously**

Mayor Copeland reconvened the meeting at this time being 7:43 p.m.

**OLD BUSINESS**

**Bylaw No. 653-BD-19 - Procedure Bylaw**

**Resolution # CRM2019112.1005**

Moved by Councillor Vining

That Council amend Bylaw No. 653-BD-19, being a Bylaw to Provide Rules Governing the Proceedings and the Regular Business of Council and Council Committees, as presented.

In Favor (6): Mayor Copeland, Councillor Grau, Councillor Lay, Councillor Lefebvre, Councillor Soroka, and Councillor Vining

Opposed (1): Councillor Buckle

**Carried**

**Resolution # CRM2019112.1006**

Moved by Councillor Lefebvre

That Council amend Section 7.22 of Bylaw No. 653-BD-19, being a Bylaw to Provide Rules Governing the Proceedings and the Regular Business of Council and Council Committees, as follows:

A maximum of **three** Members may participate in a meeting by electronic communication (provided that participation by **three** Members is permitted by the technology and that there is a secure way to access the technology).

In Favor (5): Mayor Copeland, Councillor Buckle, Councillor Lay, Councillor Lefebvre, and Councillor Soroka

Opposed (2): Councillor Grau, and Councillor Vining

**Carried**

**Resolution # CRM2019112.1007**

Moved by Councillor Lay

That Bylaw No.653-BD-19, being a Bylaw to Provide Rules Governing the Proceedings and the Regular Business of Council and Council Committees, in the City of Cold Lake, be given second reading as amended.

In Favor (4): Mayor Copeland, Councillor Lay, Councillor Lefebvre, and Councillor Soroka

Opposed (3): Councillor Buckle, Councillor Grau, and Councillor Vining

**Carried**

**NEW BUSINESS**

**Policy No. 120-FN-10 - Business Retention and Attraction Incentive Program Policy**

**Resolution # CRM2019112.1008**

Moved by Councillor Vining

That Council postpone New Business Item 9.1 Policy No. 120-FN-10 - Business Retention and Attraction Incentive Program Policy to the December 10, 2019 regular meeting of Council.

**Postponed**

## **Provincial Budget 2019 - AUMA Analysis**

### **Resolution # CRM20191112.1009**

Moved by Councillor Grau

That Council accept New Business Item 9.2 Provincial Budget 2019 - AUMA Analysis as information.

**Carried Unanimously**

## **Tax Arrears Agreement - Tax Roll No. 903640**

### **Resolution # CRM20191112.1010**

Moved by Councillor Soroka

That Council accept the Property Tax Arrears Agreement for Tax Roll No. 903640 as presented.

**Carried Unanimously**

## **Letter of Support - Lakeland Multicultural Association**

### **Resolution # CRM20191112.1011**

Moved by Councillor Lay

That Council authorize the letter of support, as presented, to the Lakeland Multicultural Association (LMA) to accompany their Alberta Culture and Tourism Anti-Racism Community Grant Program Application to provide and promote anti-racism within our diverse community.

**Carried Unanimously**

## **Alberta Children's Services Ministry's New Family Resource Network**

### **Resolution # CRM20191112.1012**

Moved by Councillor Soroka

That Council refer New Business Item 9.5 Alberta Children's Services Ministry's New Family Resource Network to Council's next Corporate Priorities Committee meeting, being November 19, 2019, for further review, discussion, and recommendation.

**Carried Unanimously**

**Cold Lake Library Board Resignation**

**Resolution # CRM20191112.1013**

Moved by Councillor Buckle

That Council accept, with regret, the resignation of Ms. Jeannette Hatta from the Cold Lake Library Board effective after her attendance at the November 25, 2019 Library Board meeting.

**Carried Unanimously**

**Cold Lake Library Board Resignation**

**Resolution # CRM20191112.1014**

Moved by Councillor Soroka

That Council accept, with regret, the resignation of Ms. Leah Woodford from the Cold Lake Library Board effective immediately.

**Carried Unanimously**

**TC Energy - October 22, 2019 Delegation**

**Resolution # CRM20191112.1015**

Moved by Councillor Buckle

That Council accept the TC Energy delegation presentation made at the October 22, 2019 regular meeting of Council as information.

**Carried Unanimously**

**Request for Funding - Cold Lake Museums - October 22, 2019 Delegation**

**Resolution # CRM20191112.1016**

Moved by Councillor Lay

That Council accept the Cold Lake Museums delegation presentation made at the October 22, 2019 regular meeting of Council as information and consider the Cold Lake Museums' requests for funding during the 2020 budget deliberations.

**Carried Unanimously**



**Request for Funding - Cold Lake Alpine Ski Society**

**Resolution # CRM20191112.1017**

Moved by Councillor Buckle

That Council authorize the City to purchase a sponsorship by way of becoming a "Double Black Diamond Sponsor", in the amount of \$2,500.00, towards the Cold Lake Alpine Ski Society's 5<sup>th</sup> annual sanctioned Alberta Alpine Nancy Greene Ski Race being held January 18-19, 2020 with funds to come from Council Goodwill (1-2-11-20-229) for 2020.

**Carried Unanimously**

**Request for Funding - Grand Centre Golf and Country Club**

**Resolution # CRM20191112.1018**

Moved by Councillor Lay

That Council defer a decision on New Business Item 9.11 Request for Funding - Grand Centre Golf and Country Club to the 2020 budget deliberations.

**Carried Unanimously**

**Request for Funding - Northern Lights Library System 2020 Levy Increase**

**Resolution # CRM20191112.1019**

Moved by Councillor Buckle

That Council defer a decision on New Business Item 9.12 Request for Funding - Northern Lights Library System 2020 Levy Increase to the 2020 budget deliberations.

**Carried Unanimously**

**Request for Funding - Community Planning Association of Alberta (CPAA) 2020 Annual Conference**

**Resolution # CRM20191112.1020**

Moved by Councillor Vining

That Council respectfully decline the opportunity to provide sponsorship to the Community Planning Association of Alberta (CPAA) 2020 Annual Conference being held April 27-29, 2020 at the Black Knight Inn in Red Deer, Alberta.

**Carried Unanimously**

## **COMMITTEE REPORTS**

### **Minutes September 10, 2019 Family and Community Support Services Advisory Committee**

Information.

### **Minutes September 30, 2019 Cold Lake Regional Utility Services Commission**

Information.

### **Minutes September 30, 2019 Cold Lake Library Board**

Information.

## **STAFF REPORTS**

### **Chief Administrative Officer's Monthly Report - October 2019**

Information.

### **Report to Chief Administrative Officer - Corporate Services - October 2019**

Information.

### **Report to Chief Administrative Officer - Infrastructure Services - October 2019**

Information.

### **Report to Chief Administrative Officer - Planning and Development Services - October 2019**

Information.

### **Report to Chief Administrative Officer - Community Services - October 2019**

Information.

## **COUNCIL HIGHLIGHTS/ REPORTS**

Mayor & Council reported on their recent activities and attendance at various events.

## **NOTICES OF MOTION /PROCLAMATIONS/ ANNOUNCEMENTS**

None.

**Resolution # CRM20191112.1021**

Moved by Councillor Lay

That Council extend the Council meeting past the 9:30 p.m. sunset clause in Section 4.7(17) of Bylaw No. 308-BD-07, being the Procedural Bylaw of the City of Cold Lake, and as amended by Bylaw No. 383-BD-10.

**Carried Unanimously**

**QUESTIONS**

None.

**Resolution # CRM20191112.1022**

Moved by Councillor Buckle

That the meeting be recessed at this time being 9:28 p.m., and reconvened at the call of the Chair.

**Carried Unanimously**

Mayor Copeland reconvened the meeting at this time being 9:34 p.m.

**IN CAMERA**

**Member-at-Large Appointment - Library Board**

Present: Mayor Copeland, Councillors Buckle, Grau, Lay, Lefebvre, Soroka, and Vining, Chief Administrative Officer K. Nagoya, General Manager of Corporate Services L. Mortenson, General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, Manager of Strategic Initiatives A. Serba, and Executive/Recording Secretary C. Reimer.

The following section of the FOIP Act applies for exemption of the disclosure:

- FOIP Section 17, Disclosure harmful to personal privacy

**Resolution # CRM2019112.1023**

Moved by Councillor Lefebvre

That the meeting go "In-Camera" at this time being 9:34 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to a Member-at-Large Appointment - Library Board.

**Carried Unanimously**

**Resolution # CRM2019112.1024**

Moved by Councillor Lefebvre

That the meeting come "Out-of-Camera" at this time being 9:35 p.m.

**Carried Unanimously**

**Resolution # CRM2019112.1025**

Moved by Councillor Buckle

That Council re-appoint, as recommended by the Municipal District of Bonnyville, Councillor Ben Fadeyiw to the Cold Lake Library Board for a term to expire October 2020.

**Carried Unanimously**

**Agreement - Lease Renewal Part of Plan 5030EO; RLY; 62 and Part of Lane on Plan 6350HW**

Present: Mayor Copeland, Councillors Buckle, Grau, Lay, Lefebvre, Soroka, and Vining, Chief Administrative Officer K. Nagoya, General Manager of Corporate Services L. Mortenson, General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, Manager of Strategic Initiatives A. Serba, and Executive/Recording Secretary C. Reimer.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 24, Advice from officials
- FOIP Section 27, Privileged information

**Resolution # CRM20191112.1026**

Moved by Councillor Soroka

That the meeting go "In-Camera" at this time being 9:35 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to an Agreement - Lease Renewal Part of Plan 5030EO; RLY; 62, and Part of Lane on Plan 6350HW.

**Carried Unanimously**

**Resolution # CRM20191112.1027**

Moved by Councillor Lay

That the meeting come "Out-of-Camera" at this time being 9:36 p.m.

**Carried Unanimously**

**Resolution # CRM20191112.1028**

Moved by Councillor Lay

That Council direct Administration to renew the lease agreement with 610138 Alberta Ltd. at a lease rate of \$2,100.00 per annum for a five (5) year term to expire November 8, 2024.

**Carried Unanimously**

**5314-50 Avenue - Environmental Site Assessment**

Present: Mayor Copeland, Councillors Buckle, Grau, Lay, Lefebvre, Soroka, and Vining, Chief Administrative Officer K. Nagoya, General Manager of Corporate Services L. Mortenson, General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, Manager of Strategic Initiatives A. Serba, and Executive/Recording Secretary C. Reimer.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 24, Advice from officials
- FOIP Section 25, Disclosure harmful to economic and other interests of a public body

**Resolution # CRM20191112.1029**

Moved by Councillor Vining

That the meeting go "In-Camera" at this time being 9:36 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to 5314-50 Avenue - Environmental Site Assessment.

**Carried Unanimously**

**Resolution # CRM20191112.1030**

Moved by Councillor Grau

That the meeting come "Out-of-Camera" at this time being 9:44 p.m.

**Carried Unanimously**

**Environmental Updates**

Present: Mayor Copeland, Councillors Buckle, Grau, Lay, Lefebvre, Soroka, and Vining, Chief Administrative Officer K. Nagoya, General Manager of Corporate Services L. Mortenson, General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, Manager of Strategic Initiatives A. Serba, and Executive/Recording Secretary C. Reimer.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 17, Disclosure harmful to personal privacy
- FOIP Section 24, Advice from officials
- FOIP Section 25, Disclosure harmful to economic and other interests of a public body

**Resolution # CRM20191112.1031**

Moved by Councillor Grau

That the meeting go "In-Camera" at this time being 9:44 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to Environmental Updates.

**Carried Unanimously**

**Resolution # CRM20191112.1032**

Moved by Councillor Grau

That the meeting come "Out-of-Camera" at this time being 9:50 p.m.

**Carried Unanimously**

General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, and Executive/Recording Secretary C. Reimer left the meeting at this time being 9:51 p.m.

**Agreement - Improvement District (ID) No. 349**

Present: Mayor Copeland, Councillors Buckle, Grau, Lay, Lefebvre, Soroka, and Vining, Chief Administrative Officer K. Nagoya, General Manager of Corporate Services L. Mortenson, and Manager of Strategic Initiatives A. Serba.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 21, Disclosure harmful to intergovernmental relations
- FOIP Section 24, Advise from officials

**Resolution # CRM20191112.1033**

Moved by Councillor Grau

That the meeting go "In-Camera" at this time being 9:51 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to an Agreement - Improvement District (ID) No. 349.

**Carried Unanimously**

**Resolution # CRM20191112.1034**

Moved by Councillor Vining

That the meeting come "Out-of-Camera" at this time being 10:10 p.m.

**Carried Unanimously**

General Manager of Corporate Services L. Mortenson and Manager of Strategic Initiatives A. Serba left the meeting at this time being 10:10 p.m.

### **Chief Administrative Officer (CAO) Performance Evaluation**

Present: Mayor Copeland, Councillors Buckle, Grau, Lay, Lefebvre, Soroka, and Vining, and Chief Administrative Officer K. Nagoya.

The following sections of the FOIP Act apply for exemptions of the disclosure:

- FOIP Section 17, Disclosure harmful to personal privacy
- FOIP Section 19, Confidential evaluations

### **Resolution # CRM20191112.1035**

Moved by Councillor Buckle

That the meeting go "In-Camera" at this time being 10:10 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to the Chief Administrative Officer (CAO) Performance Evaluation.

**Carried Unanimously**

Chief Administrative Officer K. Nagoya left the meeting at this time being 10:20 p.m.

Chief Administrative Officer K. Nagoya re-entered the meeting at this time being 10:30 p.m.

### **Resolution # CRM20191112.1036**

Moved by Councillor Buckle

That the meeting come "Out-of-Camera" at this time being 10:44 p.m.

**Carried Unanimously**



**ADJOURNMENT**

**Resolution # CRM20191112.1037**

Moved by Councillor Buckle

That the meeting be adjourned at this time being 10:45 p.m.

**Carried Unanimously**

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Mayor

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Chief Administrative Officer