



**MINUTES
VILLAGE OF CARBON
REGULAR COUNCIL MEETING
DECEMBER 17 2018
TIME: 7:00 PM
LOCATION: CARBON VILLAGE OFFICE
238 HILLSIDE AVE, CARBON, AB
TOM OLO**

Present	Mayor	Bryan Peever
	Deputy Mayor	Kelly Garrett
	Councillor	Dan Clow
	Councillor	Michelle Lomond
	Councillor	Renee O'Brien
	CAO	Vanessa Van der Meer

Absent N/A

CALL TO ORDER

Meeting called to Order at 7:00 P.M.

1. AGENDA

1.1 Adoption of Regular Council meeting held on December 17, 2018.

Motion 2018-399 Moved by Councillor O'Brien to accept the December 17, 2018 agenda with additions: 7.5. Stage West Draw, 7.6. Almor Geotechnical Testing quote for Gas station site and Legal In-Camera.

CARRIED

2. ADOPTION OF MINUTES

2.1 Adoption of Minutes
Special Meeting of Council on November 25, 2018 and the Regular Meeting of Council November 19, 2018

Motion M2018-400 Moved by Councillor Lomond to adopt the Special Meeting of Council on November 25, 2018 and the Regular Meeting of Council November 19, 2018.

CARRIED

3. PUBLIC HEARING

N/A

4. DELEGATIONS

N/A

5. BYLAWS

5.1. SMOKING AND VAPING BYLAW 2018-814

Moved by Councillor Lomond First reading of the Smoking and Vaping Bylaw 2018-814.

CARRIED

M2018-401 Moved by Councillor Clow Second reading of the Smoking and Vaping Bylaw 2018-814.

CARRIED

M2018-402 Moved by Councillor O'Brien Third and Final reading of the Smoking and Vaping Bylaw 2018-814.

CARRIED

5.2. T.A.P.P. TAXES IN ARREARS PAYMENT PLAN BYLAW 2018-815

M2018-403 Moved by Councillor O'Brien to proceed with Second reading of the Taxes in Arrears Payment Plan Bylaw 2018-815.

CARRIED

M2018-404 Moved by Councillor Lomond to proceed with Third and Final reading of the Taxes in Arrears Payment Plan Bylaw 2018-815.

CARRIED

5.3. UTILITY BYLAW 2018-817

M2018-405 Moved by Councillor Lomond First reading of the Utility Bylaw 2018-817.

CARRIED

M2018-406 Moved by Councillor O'Brien Second reading of the Utility Bylaw 2018-817.

CARRIED

M2018-407 Moved by Councillor Clow to proceed with third and Final reading **UNANIMOUSLY.**

CARRIED

M2018-408 Moved by Deputy Mayor Garrett Third and Final reading of the Utility Bylaw 2018-817.

CARRIED

5.4. RARB BYLAW 2018-816

M2018-409 Moved by Deputy Mayor Garrett First reading of the RARB Bylaw 2018-816.

CARRIED

M2018-410 Moved by Councillor O'Brien Second reading of the RARB Bylaw 2018-816.

CARRIED

M2018-411 Moved by Councillor Lomond to proceed with third and Final reading **UNANIMOUSLY.**

CARRIED

M2018-412 Moved by Councillor Clow Third and Final reading of the RARB Bylaw 2018-816.

CARRIED

6. POLICIES

6.1. M2018-413 WORKPLACE HARASSMENT PREVENTION POLICY M2018-399

M2018-413 Moved by Councillor Lomond that the Village of Carbon Council approve M2018-399 Workplace Harassment Prevention Policy.

CARRIED

6.2. M2018-414 HOURS OF OPERATION POLICY

M2018-414 Moved by Councillor O'Brien Village of Carbon Council review and approve the M2018- Hours of Operation Policy.

CARRIED

6.3. M2009-249 PERSONNEL POLICY ADMENDMENT

M2018-415 Moved by Councillor Clow that the Village of Carbon amend the current Personnel Policy; 8 A. to state - Sick Leave: All permanent employees shall be allowed twelve (12) days per calendar year of sick leave with pay. At the end of the year if Sick leave has not been used, the employee is entitled to the remaining Sick Leave days in the form of a cheque.

CARRIED

**Recess called at 7:33 P.M. by Mayor Peever
Council back in session at 7:36 P.M.**

7. BUSINESS

7.1. RFD 2018 BUDGET FOR INTERIM 2019 BUDGET

M2018-416 Moved by Councillor Clow the Village of Carbon approve the 2018 budget for the Interim Budget for 2019.

CARRIED

7.2. RFD KNEEHILL MASTER FIRE AGREEMENT

M2018-417 Moved by Councillor Lomond the Village of Carbon Council approve the 2019 Master Fire Agreement and have the Mayor and CAO sign the 2019 Master Fire Agreement.

CARRIED

7.3. RFD MUNICIPAL OFFICE HOURS OF OPERATION

M2018-418 Moved by Councillor O'Brien Village of Carbon Council accept the Office Closure Information for Information.

CARRIED

7.4. RFD AUMA Asset Management Capacity – Building Cohort

Recommendation: that Resolution 2018 be adopted in its entirety.

A RESOLUTION OF THE VILLAGE OF CARBON SUPPORTING TO PARTICIPATE IN THE ASSET MANAGEMENT COHORT PROGRAM.

WHEREAS, THE VILLAGE OF CARBON has proposed participating in the Asset Management Cohort Program;

And

WHEREAS, the purpose of the Asset Management Cohort Program is to establish and develop an internal Asset Management Team, develop an Asset Management Policy and to develop an Asset Management Strategy.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF CARBON THAT the Village of Carbon Council directs staff to apply for the Asset Management Cohort Program opportunity from the RMA, AUMA, and IAMA;

AND

BE IT FURTHER RESOLVED, that the Village of Carbon commits financial support from its budget toward the costs of this initiative for staff travel and accommodation.

This Resolution shall take effect immediately.

CARRIED

M2018-419 Moved by Councillor O'Brien that the Village of Carbon supports the resolution of the Village of Carbon supporting to participate in the Asset Management Cohort Program.

7.5. RFD EXTRA TICKETS FROM STAGE WEST.

M2018-420 Moved by Councillor O'Brien that the (6) six tickets left over from Stage West due to Unforeseen circumstances by put in a draw, all residences and Businesses will be entered. Draw date is January 2, 2019.

CARRIED

7.6. RFD ALMOR GEOTECHNICAL QUOTE

M2018-421 Moved by Councillor Lomond that Almor Geotechnical be contacted to do the Land testing survey for the New Gas station site at a cost of approximately \$6300.00.

CARRIED

8. REPORTS (First Meeting Each Month)

8.1. FINANCIAL REPORTS

8.1.1 Accounts Payable – Attached

8.2. ADMINISTRATIVE REPORTS

8.2.1 CAO Report – Attached

8.2.2 Action List – Attached

8.2.3 Grant Writer Report – Attached

8.2.4 Public Works Report – Attached

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8.2.5 RCMP Report – N/A

8.3 LEGISLATIVE REPORTS

Council Committee Reports

- Mayor Peever – Attached
- Deputy Mayor Garrett – Attached
- Councillor Clow – Attached
- Councillor Lomond – Attached
- Councillor O'Brien – Attached

M2018-422 Moved by Councillor Lomond to accept all Reports for Information.

CARRIED

9. OTHER ITEMS

9.1 MEETINGS OF COUNCIL

January 7, 2019 Council
January 21, 2019 Council
February 4, 2019 Council

9.2 CONFERENCES/EDUCATION

ARPA LEADERS SUMMIT- Jan 30 - Feb 1, 2019 at Delta in Kananaskis. Early Bird till Jan 8, 2019 Cost Members \$425 + GST + Room, Mileage, meals, time. – CAO/Council
M2018-423 Moved by Councillor O'Brien that the CAO and Deputy Mayor Garrett attend the ARPA Leaders' Summit on Jan 30 – Feb 1, 2019.

CARRIED

BROWNLEE EMERGING TRENDS IN MUNICIPAL LAW – February 7, 2019 – Calgary, CAO/Council.

M2018-423 Moved by Councillor Lomond that the CAO and Council minus Dan Clow (Due to scheduling difficulties) attend the **BROWNLEE EMERGING TRENDS IN MUNICIPAL LAW** – February 7, 2019 – Calgary.

CARRIED

LGAA Annual Conference - April 3 - 5, 2019 at the Sheraton, Red Deer. Registration opens January 1, 2019 Member \$485 + GST + Hotel, Mileage, meals – CAO
M2018-424 Moved by Councillor O'Brien that the CAO attend the **LGAA Annual Conference** - April 3 - 5, 2019 at the Sheraton, Red Deer.

CARRIED

AMCA ANNUAL CONFERENCE - April 10 - 12, 2019 in Canmore. Dannel Barnes.
M2018-425 Moved by Councillor O'Brien that Dannel Barnes attend the **AMCA ANNUAL CONFERENCE** - April 10 - 12, 2019 in Canmore.

CARRIED

FOIP Course - April 14 - 17, 2019 in Calgary. – CAO
M2018-426 Moved by Deputy Mayor Garrett that the CAO attend the FOIP Course.

CARRIED

GFOA (Government Finance officers Association) June 2 -5, 2019 at River Cree Resort
Registration open \$590 early bird price + Hotel, Mileage, meals -CAO
M2018-427 Moved by Councillor Lomond that the CAO attend the **GFOA (Government Finance officers Association)** June 2 -5, 2019 at River Cree Resort.

CARRIED

10. INFORMATION (FOLDER)

- Up to date Budget copy
- Medical Cannabis AMSC
- Local Authority Emergency Management Regulation Summary
- Frequently asked questions: Emergency Management Legislative Review
- DDSWA update
- Minister Shay Anderson Letter
- AFD Gas Station drawing of structure
- Central Alberta Regional Assessment Review Board

M2018-428 Moved by Councillor Clow to accept the Information Folder for Information.

CARRIED

M2018-429 Mayor Peever moves council In-Camera at 8:27 P.M.

CARRIED

M2018-430 Mayor Peever moves back into the Regular Council Meeting at 8:48 P.M.

CARRIED

11. IN-CAMERA (CONFIDENTIAL) – Once Council returns from In-Camera, 5 minutes will be required to allow residents time to return to the scheduled Council Meeting.

Meetings In-Camera: Confidential Matters to be held In-Camera dealing with Land, Legal and/or Labor in accordance with Section 197 of the Freedom of Information and Protection of Privacy Act, Division 2 of Part 1.

Please note that no back up material or information will be sent with the Agenda for In-Camera sessions and material circulated at the meeting will be returned to the CAO and destroyed unless otherwise noted.

M2018-431 Moved by Councillor Lomond that the Village of Carbon Council approves the Implement for the Blade Adjustment.

CARRIED

12. ADJOURNMENT AT 8:55 P.M.


MAYOR BRYAN PEEVER


CAO VANESSA VAN DER MEER