



# MINUTES

## Regular Council Meeting

6:00 PM - Monday, November 16, 2020

Carbon Village Office 238 Hillside Ave Carbon Alberta  
TOMOLO

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**PRESENT:**

Mayor	Bryan Peever
Deputy Mayor	Dan Clow
Councillor	Renee O'Brien
Councillor	Michelle Lomond
Councillor	Deb Dunford
CAO	Vanessa Van der Meer

**ABSENT:** N/A

**1. CALL TO ORDER 6:01 P.M.**

**2. AGENDA**

2.1. Addition to Agenda  
11.1 #1 & #2  
11.3 #1, #2, #3, #4

2.2. Adoption of Regular Council Meeting held on November 16, 2020.

**RES 2020-262**

Moved by Councillor Dunford the Village of Carbon Council adopt the Agenda with amendments as presented.

CARRIED.

**3. ADOPTION OF MINUTES**

3.1. Adoption of Minutes

**RES 2020-263**

Moved by Councillor O'Brien the Village of Carbon Council adopt the Minutes from October 29, 2020 Special Meeting as presented. CARRIED.

**4. PUBLIC HEARING N/A**

**5. DELEGATIONS**

- 5.1. ATCO GAS AND PIPELINE LTD.- Brad Marcynuik, Bruce Legault and Dave Weinkauff to present the Atco Franchise agreement renewal.  
2020 Franchise Renewal Coil Bound Documents already received.

**6. POLICIES N/A**

**7. BYLAWS**

- 7.1. BYLAW 2020-843 ATCO GAS FRANCHISE

**RES 2020-264**

Moved by Councillor Lomond the Village of Carbon Council moves First reading of Bylaw 2020-843 ATCO GAS FRANCHISE. CARRIED.

**8. BUSINESS (RFD- REQUEST FOR DECISION)**

- 8.1. ATCO GAS AND PIPELINES LTD. Form of Application

**RES 2020-265**

Moved by Councillor O'Brien the Village of Carbon Council approve the Mayor and CAO to sign the form of application for the ATCO GAS AND PIPELINES LTD. franchise renewal. CARRIED.

**RES 2020-266**

Moved by Mayor Peever called a recess at 6:34 P.M. CARRIED.

**RES 2020-267**

Moved by Mayor Peever to return the the Regular Council meeting at 6:43 P.M. CARRIED.

- 8.2. Special Meeting (Strategic Planning with delegates) on November 26 cancelled due to COVID-19 precautions until January 2021.

**RES 2020-268**

Moved by Councillor Lomond the Village of Carbon Council to cancel the Special Meeting for Strategic Planning on November 26 and reschedule in January 2021.

Councillor Dunford left meeting at 6:45 P.M. for Pecuniary Interest. CARRIED.

- 8.3. Councillor Dunford to attend meetings by Electronic means (MGA Section 199)

from December 1, 2020 to April 9, 2021.

**RES 2020-269**

Moved by Deputy Mayor Clow the Village of Carbon Council approves Councillor Dunford to attend Council meetings by Electronic means until the April 2021 Meetings.

Councillor Dunford returned to the Regular meeting of Council at 6:47 P.M. CARRIED.

8.4. Carbon Library Board Resignation

**RES 2020-270**

Moved by Councillor Dunford the Village of Carbon accept the resignation of Natasha Crocker with great regret effective immediately. CARRIED.

8.5. Carbon Library Board Change for Council.

**RES 2020-271**

Moved by Councillor O'Brien the Village of Carbon appoint Deb Dunford as a Board member to the Library Board and not an alternate as per the Municipal Councils and Library Board Roles and Responsibilities effective immediately. CARRIED.

8.6. Carbon Library Board Member Renewal

**RES 2020-272**

Moved by Councillor Dunford the Village of Carbon Council would like to thank Marie ~~Morrison~~ Kooiman for (3) three terms of volunteering for the Carbon Library Board but will not be approving a (4th) fourth term effective immediately.

CAO Vanessa Van der Meer excused herself for Pecuniary Interest at 6:53 P.M. CARRIED.

8.7. Staff Christmas

**RES 2020-273**

Moved by Councillor Dunford the Village of Carbon Council approves the staff Christmas bonus as per RFD 8.7 recommendation.

CAO Vanessa Van der Meer returned to the Regular meeting of Council at 6:55 P.M. CARRIED.

8.8. Village of Carbon Christmas Hours

**RES 2020-274**

Moved by Councillor Lomond the Village of Carbon Council approve the Christmas holiday hours as presented: Closing at noon on December 24 and reopening on January 4, 2021 at 8:30 am. CARRIED.

8.9. December Meeting.

**RES 2020-275**

Moved by Councillor O'Brien the Village of Carbon Council to approve the December 7, 2020 and December 10, 2020 meetings of Council. CARRIED.

8.10. Annual Christmas Function

**RES 2020-276**

Moved by Councillor Lomond the Village of Carbon Council approves the annual Christmas function be postponed until the new year. CARRIED.

8.11. Audit Services

**RES 2020-277**

Moved by Deputy Mayor Clow the Village of Carbon Council to reappoint Gregory Harriman and Associates for a 5 year term, with a renewal option November 2024. CARRIED.

8.12. MuniWare Software Support Contract and Software License Contract.

**RES 2020-278**

Moved by Councillor Dunford the Village of Carbon Council approve Administration to sign the 2021 MuniWare renewal contracts. CARRIED.

**9. REPORTS**

**9.1. FINANCIAL REPORTS**

9.1.1. ACCOUNTS PAYABLE

**RES 2020-279**

Moved by Councillor Lomond the Village of Carbon Council accept the Accounts Payable in the amount of \$29,113.75 for information. CARRIED.

**9.2. ADMINISTRATIVE REPORTS**

- 9.2.1. ACTION LIST
- 9.2.2. CAO REPORT - Information folder
- 9.2.3. PUBLIC WORKS REPORTS
- 9.2.4. GRANT WRITER REPORT
- 9.2.5. RCMP REPORT - January 2021

**RES 2020-280**

Moved by Deputy Mayor Clow the Village of Carbon Council accept the Administrative Reports for information. CARRIED.

**9.3. LEGISLATIVE REPORTS - COMMITTEE REPORTS**

- 9.3.1. MAYOR BRYAN PEEVER
- 9.3.2. COUNCILLOR RENEE O'BRIEN
- 9.3.3. DEPUTY MAYOR DAN CLOW
- 9.3.4. COUNCILLOR MICHELLE LOMOND
- 9.3.5. COUNCILLOR DEB DUNFORD

**RES 2020-281**

Moved by Councillor Lomond the Village of Carbon Council accept the Legislative Reports for information. CARRIED.

**10. INFORMATION**

**10.1. MEETINGS OF COUNCIL**

- 10.1.1. REGULAR MEETING OF COUNCIL  
MONDAY DECEMBER 7, 2020 AT  
6 P.M. VILLAGE MUNICIPAL OFFICE

**10.2. CONFERENCES/EDUCATION**

- 10.2.1. DEM Course changed to virtual - November 19, 2020

10.2.2. Brownlee Emerging Trends - Virtual held at Village office, Feb 18, 2020

### 10.3. CORRESPONDENCE

- 10.3.1.
- Carbon Library Board Minutes
  - KREMA Minutes
  - ACFA Transition to GOA
  - Central Alberta Regional Assessment Review Board
  - MA budget cut preparation notice
  - OH&S News
  - Carbon Community Hall Minutes

#### RES 2020-282

Moved by Councillor O'Brien the Village of Carbon Council to accept the Information File for information. CARRIED.

#### RES 2020-283

Moved by Mayor Peever to move into Closed session at 7:08 P.M. CARRIED.

#### RES 2020-284

Moved by Mayor Peever to return to the Regular session of Council at 7:48 P.M. CARRIED.

### 11. CLOSED SESSION (CONFIDENTIAL)

**Once Council returns from Closed Session, 5 minutes will be required to allow the public time to return to the scheduled Council Meeting.**

Meetings Closed Session: Confidential Matters to be held Closed Session dealing with but not limited too, Land, Legal and/or Labor in accordance with Section 197 of the MGA and the Freedom of Information and Protection of Privacy Act, Division 2 of Part 1.

***Prior to holding part of a meeting closed to the Public, Council must:***

1. *Approve by resolution the part of the meeting that is closed and:*
2. *Identify the basis for which the part of the meeting that is to be closed.*

If Council or a Council Committee allow one or more other persons to attend a closed session, the names of those persons and the reasons for their attendance must be recorded in the minutes of the Council meeting. Please note that no backup material or information will be sent with the Agenda for Closed Session sessions and material circulated at the meeting will be returned to the CAO and destroyed unless otherwise noted.

- 11.1. MGA Section 197 and FOIPP Division 2 of Part 1  
Section 16 (1).

#### RES 2020-285

Moved by Councillor Dunford the Village of Carbon Council approves 11.1 #1 for information.  
CARRIED.

11.2. MGA Section 197 and FOIPP Division 2 of Part 1  
Section 24 (1)

**RES 2020-286**

Moved by Councillor Lomond the Village of Carbon Council direct Administration to contact legal regarding residential concern. CARRIED.

11.3. MGA Section 197 and FOIPP Division 2 of Part 1  
Section 25(c)

**RES 2020-287**

Moved by Councillor Lomond the Village of Carbon Council approves the Mayor and CAO to sign the Offer to purchase regarding item 11.3 #1. CARRIED.

**RES 2020-288**

Moved by Councillor Lomond the Village of Carbon Council approves the Mayor and CAO to sign the Offer to purchase regarding item 11.3 #2. CARRIED.

**RES 2020-289**

Moved by Councillor Lomond the Village of Carbon Council approves the Mayor and CAO to sign the Offer to purchase regarding item 11.3 #3. CARRIED.

**RES 2020-290**

Moved by Councillor Lomond the Village of Carbon Council approves the Mayor and CAO to sign the Offer to purchase regarding item 11.3 #4. CARRIED.

**RES 2020-291**

Moved by Councillor O'Brien the Village of Carbon Council approves 11.1 #2 for information.  
CARRIED.

12. **ADJOURNMENT 7:57 P.M.**

Regular Council Meeting  
November 16, 2020



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MAYOR BRYAN PEEVER

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CAO VANESSA VAN DER MEER