

**MINUTES  
SADDLE HILLS COUNTY  
COUNCIL MEETING  
TUESDAY AUGUST 14, 2007**

*Meeting of the Council for Saddle Hills County was held in the Council Chambers of the Saddle Hills County Administration Building on Tuesday August 14, 2007.*

<b>PRESENT:</b>	<b><i>TIM STONE</i></b>	<b><i>REEVE</i></b>
	<b><i>MIKE MCRANN</i></b>	<b><i>DEPUTY REEVE</i></b>
	<b><i>CLIFF TRAVIS</i></b>	<b><i>COUNCILLOR</i></b>
	<b><i>CINDY CLARKE</i></b>	<b><i>COUNCILLOR</i></b>
	<b><i>JOHN MOEN</i></b>	<b><i>COUNCILLOR</i></b>
	<b><i>BRUCE JACK</i></b>	<b><i>COUNCILLOR</i></b>
	<b><i>TAROLYN PEACH</i></b>	<b><i>CAO</i></b>
	<b><i>CHERYL DWERNYCHUK</i></b>	<b><i>RECORDING SECRETARY</i></b>

<b>ABSENT:</b>	<b><i>BARBARA BUCK</i></b>	<b><i>COUNCILLOR</i></b>
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**1. CALL TO ORDER**

Reeve Stone called the meeting to order at 10:08 a.m.

*Mr. Emdadul Haque, Director of Public Works entered the meeting at 10:08 a.m.*

**2. ADOPTION OF AGENDA**

The following items were added to the agenda:

- 5.3 ASB Report
- 7.8 NADC Stakeholders forum
- 8.2 Report on the Zone Meeting

**MOTION  
01.08.14.07**

**Moved by Councillor Jack that County Council adopt the agenda as amended.**

**Carried**

**3. ADOPTION OF MINUTES**

**3.1 Council Meeting Minutes – JULY 24, 2007**

The minutes from the July 24, 2007 regularly scheduled meeting of Council were presented for Council's review. Corrections were noted and will be corrected prior to the next meeting.

**MOTION**

**02.08.14.07**

**Moved by Councillor Travis that the Council minutes from the July 24, 2007 regular scheduled Council meeting be adopted as amended.**

**Carried**

**5.1 CAO Regular Council Meeting Report**

The Chief Administrative Officer presented her report to Council. The following items were discussed;

- Tangible Capital Asset Accounting
- Special Council Meeting for August 24, 2007

**MOTION**

**03.08.14.07**

**Moved by Councillor Moen that County Council authorize a Special Meeting of Council to be held at 11:00 a.m. on August 24, 2007 to award the tender for Twp 775 and BF 77031.**

**Carried.**

- Peace Library System (additional information was distributed to Council). The CAO outlined the additional information. Would internet access be available in Savanna should the County join the Peace Library System? How would the other Libraries in the surrounding area fit in with the scenario of joining the Peace Library System (i.e.: Dawson Creek Library System, Spirit River Library). What would the benefit be to the Saddle Hills County residents if the County was to join the Peace Library System, how would this effect their use of libraries outside of the County?
- Additional Named Insured (Jubilee Insurance)
- Discussion ensued on insurance coverage for the County owned equipment that is being rented out to residents of the County. The County has been advised that there may not be any insurance or liability coverage for the County should an incident happen while the equipment is rented.

**MOTION**

**04.08.14.07**

**Moved by Councillor Clarke that County Council direct Administration to suspend use of the County owned rental equipment for a three week period for maintenance on all equipment and that operating use manuals be prepared for all equipment. The equipment is not to be rented out for the period of August 21 to September 11, 2007.**

**Carried.**

**MOTION**

**05.08.14.07**

**Moved by Councillor Moen that County Council direct Administration to request that the AAMD&C Members on the Jubilee Insurance Board ensure that rental fleet coverage is included in the Municipal insurance coverage.**

**Carried.**

- Minister of Alberta Transportation – Realignment of Secondary Highway 727.

**MOTION**

**06.08.14.07**

**Moved by Councillor Jack that County Council direct administration to forward another request to the Minister of Alberta Transportation that he consider holding a public meeting regarding the realignment of Secondary Highway 727.**

**Carried.**

**MOTION**

**07.08.14.07**

**Moved by Councillor Clarke that County Council accept the Chief Administrative Officers report for information purposes only.**

**Carried**

**5.2 Director of Public Works Report**

Mr. Haque presented Council with his report on the Public Works Department. The following items were discussed;

- TWP Rd 775 Tender
- Old stock pile site locations
- Bridge deck repairs
- Bonanza Transfer Station
- Crushing at Cotillion pit
- Issues with supply of gravel from Railnet
- Discussed oilfield roads and approaches (Roads and approaches built by private industry). Need to determine whether the oil field company is responsible for maintenance and who constructed the road. Inventory needs to be compiled and policy developed to address the maintenance of these roads. At the end of the day, who is responsible for the upkeep and daily maintenance of these roads?

**MOTION**

**08.08.14.07**

**Moved by Deputy Reeve McRann that County Council accept the Director of Public Works report for information purposes only.**

**Carried**

*Council adjourned for lunch at 12:00 (noon) and reconvened at 1:14 p.m.*

**5.3 ASB Report**

Reeve Stone updated on the ASB meeting held on August 13, 2007. Brushing Program is about 1/3 completed. And the mowing program is proceeding well. Will take an additional seven to eight days to complete.

An update on the ASB BBQ's was given.

**MOTION**

**09.08.14.07**

**Moved by Councillor Clarke to accept the ASB report for information purposes only.**

**Carried.**

**7.5 Request for Brushing Permission on Undeveloped Road Allowance**

Mr. Jim Imes has sent a letter requesting permission to clear brush and to construct a ditch on the undeveloped road allowance between sections 9 and 10 78-8-W6 (RR84).

**MOTION**

**10.08.14.07**

**Moved by Councillor Jack that County Council approves the request for clearing of the brush and the construction along the undeveloped road allowance between sections 9 and 10 78-8-W6 (RR84).**

**Carried**

**7.6 Tender for Doe River Grader Beat Maintenance**

Three bids were received for the Doe River Grader Bear Maintenance work as follows:

1. Charles Holthe - \$115/hour for 1<sup>st</sup> year and \$120/hour for the 2<sup>nd</sup> year.
2. Cayda Consulting Ltd. - \$125/hour
3. Tobber Group - \$134/hour

Unofficial tender results show the lowest bid was supplied by Charles Holthe. The same contractor (Charles Holthe) has been maintaining the grader beat since June of 2006 at a rate of \$105/hour.

**MOTION**

**11.08.14.07**

**Moved by Deputy Reeve McRann that County Council award the Doe River Grader Beat Maintenance work to Charles Holthe for the price of One Hundred and Fifteen Dollars (\$115.00) per hour for the first year and One Hundred and Twenty Dollars (\$120.00) per hour for the second year.**

**Carried**

**7.7 Request for Church Sign**

A ratepayer from Blueberry Mountain area has sent a letter requesting Saddle Hills County to supply and install a sign for the Ukrainian Baptist Church, located at NW 11-80-7-W6M. The church was built in 1946-47 and bears historical importance. Does Council wish for administration to supply and install the requested sign for the church building?

This request could also be dealt with via application under the Capital Grant Recreation program.

**MOTION**

**12.08.14.07**

**Moved by Deputy Reeve McRann that County Council table this to the next Council meeting.**

**Carried**

*Mr. Emdadul Haque departed from the meeting at 1:50 p.m.*

**7.1 Designation of Agricultural Fieldman**

Administration would like to request that County Council designate Amy Kaut as the Agricultural Fieldman for Saddle Hills County.

**MOTION**

**13.08.14.07**

**Moved by Deputy Reeve McRann that County Council designate Amy Kaut as the Agricultural Fieldman for Saddle Hills County pursuant to the following Acts:**

- Inspector pursuant to the Weed Control Act**
- Officer pursuant to the Agricultural Pest Act**
- Soil Conservation Officer under the Soil Conservation Act**
- Inspector pursuant to the Agricultural Chemical Act**
- Agricultural Service Board Act**

**Carried**

**7.2 Northwest Alberta Mayors and Reeves Meeting**

The Northwest Alberta Mayors and Reeves Meeting has been scheduled for Friday, September 28, 2007 at Evergreen Park in Grande Prairie. The deadline to forward any suggestions for possible agenda items for the meeting has been set for Friday, September 21, 2007.

**MOTION**

**14.08.14.07**

**Moved by Deputy Reeve McRann that County Council accept this for information purposes only.**

**Carried**

**7.3 Recreation Grants**

Administration presented Council with copies of the requests for the capital grant recreation funding. Seven applications have been received.

**MOTION**

**15.08.14.07**

**Moved by Deputy Reeve McRann that County Council authorize funding for the grant requests as follows (full amount for 1, 2, and 3 and 20% for requests 4, 5, and 6):**

<b>Russian Greek Orthodox Church</b>	<b>\$10,000</b>
<b>Woking Community Hall</b>	<b>\$ 2,000</b>
<b>Fourth Creek Community Assoc.</b>	<b>\$ 4,000</b>
<b>Rycroft Ag Society</b>	<b>\$</b>
<b>Rycroft Community Hall Board</b>	<b>\$</b>
<b>Rycroft Beautification Association</b>	<b>\$</b>

**Defeated.**

**MOTION**

**16.08.14.07**

**Moved by Councillor Jack that County Council authorize funding for the grant requests as follows:**

<b>Russian Greek Orthodox Church</b>	<b>\$10,000</b>
<b>Woking Community Hall</b>	<b>\$ 2,000</b>
<b>Fourth Creek Community Assoc.</b>	<b>\$ 4,000</b>
<b>Rycroft Ag Society</b>	<b>\$ 2,000</b>
<b>Rycroft Community Hall Board</b>	<b>\$ 500.</b>
<b>Rycroft Arena Board</b>	<b>\$ 2500</b>

**Carried.**

**7.4 Savanna Agricultural Society Donation Request**

Administration has received a request from the Savanna Agricultural Society regarding a donation for the upcoming fair to be held from August 17 – 19, 2007.

**MOTION**

**17.08.14.07**

**Moved by Councillor Clarke that County Council authorize the donation of One Hundred Dollars (\$100.00) to the Savanna Agricultural Society Fair.**

**Carried.**

**7.8 NADC Stakeholders Meeting**

The Reeve has received an invitation to attend the NADC Stakeholders meeting on September 12, 2007 in Worsley at the Whispering Pines Ski Hill and to make a presentation on development within the County at the meeting. One possible topic is shadow population and the effect on infrastructure.

**MOTION**

**18.08.14.07**

**Moved by Councillor Clarke that County Council authorize attendance at the NADC Stakeholders meeting in Worsley.**

**Carried.**

**8.1 Municipal Sustainability Initiative**

Councillor Clarke presented Council with her report from the Municipal Sustainability Initiative meeting she attended.

**8.2 AAMD&C Zone Meeting**

Reeve Stone updated on the AAMD& C Zone meeting.

**MOTION**

**19.08.14.07**

**Moved by Councillor Clarke that County Council respond to the questionnaire on Municipal Sustainability Initiative as discussed.**

**Carried.**

**MOTION**

**20.08.14.07**

**Moved by Deputy Reeve McRann that County Council accept the reports from the Municipal Sustainability Initiative meeting and the AAMD&C Zone Meeting for information purposes only.**

**Carried**

**9. Information Items**

1. Minister of Municipal Affairs and Housing Correspondence
2. MMSA Monitor
3. June/July Financial Statements
4. LAPP
5. EXH Engineering Services Ltd.
6. Ag-Tourism Familiarization Tour
7. Broadcasting – Communications Systems
8. Pembina Pipeline
9. Contact
10. Tangible Capital Assets Project Newsletter
11. Accounts Payable

**MOTION**

**21.08.14.07**

**Moved by Councillor Travis that County Council accept the information items for information purposes only.**

**Carried**

**10. ADJOURNMENT**

Reeve Stone declared the meeting adjourned at 2:30 p.m.

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**REEVE**

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**CAO**