

**MINUTES
SADDLE HILLS COUNTY
COUNCIL MEETING
TUESDAY FEBRUARY 12, 2008**

Meeting of the Council for Saddle Hills County was held in the Council Chambers of the Saddle Hills County Administration Building on Tuesday February 12, 2008.

PRESENT:

***TIM STONE
MIKE MCRANN
BARBARA BUCK
BRUCE JACK
JOHN MOEN
ALVIN HUBERT***

***REEVE
DEPUTY REEVE
COUNCILLOR
COUNCILLOR
COUNCILLOR
COUNCILLOR***

***TAROLYN PEACH
ELIZABETH GUSTAFSON***

***CAO
EA/RECORDING SECRETARY***

ABSENT:

CINDY CLARKE

COUNCILLOR

1. CALL TO ORDER

Reeve Stone called the meeting to order at 10:21 a.m.

2. ADOPTION OF AGENDA

The following items were added to the agenda:

**5.7 Doe River Engineering RFP's
8.2 Zone Meeting
9.18 "In camera"**

MOTION

01.02.12.08

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

Carried

3. ADOPTION OF MINUTES

3.1 Council Meeting Minutes – January 21, 2008

The minutes from the January 21, 2008 regularly scheduled meeting of Council were presented for Council's review.

MOTION

02.02.12.08

Moved by Councillor Moen that the Council minutes from the January 21, 2008 regular scheduled Council meeting be adopted as presented.

Carried

5. Administration Reports

5.1 CAO Regular Council Meeting Report

The CAO report is attached and forms a part of these minutes.

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

- Tangible Capital Assets
- Seniors Housing Meeting
- The New Tobacco Reduction Act
- Fire Services Training Program
- TransCanada

MOTION

03.02.12.08

Moved by Councillor Hubert that Saddle Hills County continue in their role as the grant holder for the South & Central Peace region Fire Services.

Carried

MOTION

04.02.12.08

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

Carried

Mr. Emdadul Haque, Director of Engineering and Public Works entered the meeting at 10:35 a.m.

5.2 Director of Engineering and Public Works Report

The Director of Engineering and Public Works report is attached and forms a part of these minutes.

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

- Gordondale chemical container shed to be closed
- Concerns regarding road maintenance

MOTION
05.02.12.08

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

Carried

5.3 Engineers for Bridge Inspection

Alberta Infrastructure and Transportation (AIT) have requested that Saddle Hills County submit the BIM inspections for the 31 bridges/culverts which are due for 2008 inspections.

MOTION
06.02.12.08

Moved by Councillor McRann that County Council directs administration to proceed with procuring the appropriate engineering services to complete the 2008 BIM inspections.

Carried

4. Delegations

11:00 a.m.

4.1 John McFadden

John McFadden would like to speak with council regarding his concerns about the re-grade and bridge construction of RR 80.

Alan Bulhofner spoke to Council on the same issue.

The points raised by Mr. McFadden were:

- the bridge is unnecessary
- a large culvert would be sufficient
- water only runs through the culverts 1 or 2 times a year
- brought a signed petition
- the article in the Signal was badly worded and therefore did not provide the proper information

The points raised by Mr. Bulhofner were:

- that he is a landowner who uses the crossing

- does not feel informed about the project
- have other options been explored?
- this crossing has few users
- concerned with high cost

MOTION
07.02.12.08

Moved by Councillor Jack that County Council direct administration to send a letter to the Conoco Phillips head office to investigate the possibility of cost sharing of the RR80 project.

Defeated

11:50 a.m.

4.2 EXH – Doug Buyar

A representative from EXH, Doug Buyar, spoke with Council about EXH Engineering and answered questions, as per Councils invitation. The following topics were discussed:

- waste collection sites
- transfer sites
- RR80 regrade
- other construction issues

Recess for lunch 12:42 p.m.

Meeting reconvened 2:05 p.m.

5.4 AIT's proposal to remove Bridge File 79717

This item was presented to Council on January 21/2008 Council Meeting and Council's decision was **MOTION 09.01.21.08 "Moved by Councillor Clarke that County Council direct Administration to keep the road barricaded while information is gathered regarding the costs of closure and reclamation"**.

Accordingly administration has contracted Alberta Infrastructure and Transportation. This was AIT's response "*Please be advised that if the county agrees to **permanently** remove the existing culvert, the Department may consider funding for the cost of removal of the existing culvert. The county would be responsible for the reclamation cost of the creek bed/road*".

MOTION

08.02.12.08

Moved by Councillor McRann that County Council direct administration to continue to close the road until the damaged culvert is replaced and proceed in pursuing AIT for funding of replacement of the culvert.

Carried

5.5 Approach Construction Request – Mr. Day

Mr. Cyril Day would like the County to build approaches for NE 20 and NW 21 – 79-10-W6 from the undeveloped road allowance RR104 south of TWP 794. Under the current approach policy, PW 20, Saddle Hills County will “**Provide approaches to property that will access developed County roads**”. Administration proposed to provide access for both quarter sections from TWP 794 but that proposal was refused and Mr. Day requested approaches from the undeveloped road allowance.

Mr. Day had a lease on this portion of the undeveloped road allowance until December 09, 2005 (Lease # 15-L-95). His lease was cancelled in November 2005 and Argali Oil Inc. has been permitted to develop the road allowance. Accordingly Argali Oil Inc. has developed the south half mile of the road allowance.

MOTION

09.02.12.08

Moved by Councillor Hubert that County Council inform Mr. Day that at such time as the RR 104 south of TWP 794 is developed, Saddle Hills County will consider the request for approaches.

Carried

5.7 Doe River Engineering RFP's

Three proposals were received for the Engineering Services of CAMRIF funded TWP 805A near Doe River Valley re-construction/re-alignment project (attached evaluation sheet). The lowest proposal (\$280,941.00) received was from Stewart, Weir & Co. Ltd.

MOTION

10.02.12.08

Moved by Councillor Buck to go in camera at 2:20 p.m.

Carried

MOTION

11.02.12.08

Moved by Councillor McRann to come out of in camera at 2:50 p.m.

Carried

MOTION

12.02.12.08

Moved by Councillor Jack that County Council accept the RFP from Stewart, Weir & Co. Ltd. for the sum of \$280, 941, pending clarification of final details by administration.

Carried

MOTION

13.02.12.08

Moved by Councillor Moen that County Council direct administration to hold an information session on February 25th in Ward 7.

Carried

Mr. Emdadul Haque, Director of Engineering and Public Works left the meeting at 3:12 p.m.

5.6 Interim Director of Corporate Services Report

The Interim Director of Corporate Services Report is attached and forms a part of these minutes.

MOTION

14.02.12.08

Moved by Councillor McRann that County Council accept the interim Director of Corporate Services Report for information purposes only.

Carried

6. Business Arising from the Minutes

6.1 Northern Alberta Leaders Meeting Minutes

The meeting of the Northern Alberta Elected leaders was held Friday January 11 in Grande Prairie, Alberta. A "terms of reference" was discussed at this meeting.

MOTION

15.02.12.08

Moved by Councillor Buck that County Council receive the minutes from the Northern Alberta leaders meeting and propose suggesting amendments to the terms of reference to reflect support of all types of municipalities in order to carry forward an issue.

Carried

6.2 Master Rates Bylaw

There have been changes made to Saddle Hills County's Master Rates Bylaw. These changes were adopted at the January 8 Council meeting.

MOTION

16.02.12.08

Moved by Councillor Jack that County Council give the Master Rates Bylaw a first reading.

Carried

MOTION

17.02.12.08

Moved by Councillor McRann that County Council give the Master Rates Bylaw a second reading.

Carried

MOTION

18.02.12.08

Moved by Councillor Hubert that County Council give consent for a third and final reading of the Master Rates Bylaw.

Carried Unanimously

MOTION

19.02.12.08

Moved by Councillor Moen that County Council give the Master Rates bylaw a third reading.

Carried

6.3 Council Meeting Policy

The Council Meeting Policy has been reviewed and the proposed policy is presented here for Councils approval.

MOTION
20.02.12.08

Moved by Councillor McRann that County Council adopt the proposed Council Meeting Policy as presented.

Carried

6.4 Enviro Kids

As requested a copy of a previous publication from Enviro Kids has been received and will be presented to Council prior to the meeting.

MOTION
21.02.12.08

Moved by Councillor Hubert that County Council accept the Enviro Kids publication for information purposes only.

Carried

Councillor McRann left the meeting at 3:27 p.m.

Recess at 3:27p.m.

Meeting reconvened at 3:35 p.m.

7.1 FCM June Conference

The FCM June Conference agenda package has been received and soon the registration packages will be available.

3 hotel rooms have been booked from Wednesday May 28 to Tuesday June 3 at the Palace Royal, 1 hotel room is booked for Tim at the Hilton Quebec and there is 1 room at the Best Western.

Administration would like to be advised of which Council members wish to attend the FCM June Conference in Quebec.

7.2 Shadow Minister for Infrastructure

The Shadow Minister for Infrastructure is requesting a list of the municipality's top three infrastructure priorities as the Shadow Minister is trying to gain an understanding of the infrastructure needs of municipalities.

MOTION

22.02.12.08

Moved by Councillor Hubert that the County Council accept the letter from the Shadow Minister for Infrastructure for information purposes only.

Carried

7.3 Road Allowance Rate Increase

A letter has been received from the Boon Creek Cattle Association. There is an expressed concern regarding the Road Allowance Rate increase from \$10/half mile to \$20/half mile. The letter details reasons why the Boon Creek Cattle Association feels that the Road Allowance Rate increase should be reconsidered.

After consultation with Debbie Stover, Rangeland Agrolgist in Grande Prairie, the CAO would like to recommend a maximum charge of \$420 per application. This cap would not affect the costs of the County as the administration costs remain the same irregardless of the number of miles of road allowance involved.

MOTION

23.02.12.08

Moved by Councillor Jack that County Council postpone the issue of the road allowance rate increase until the next Council meeting.

Carried

7.4 Joint Municipal Planning Project – Select Consultant for Land Use Bylaws

The Steering Committee for this project met on January 23, 2008 to review the responses to the Request for Proposals.

The Committee is recommending to their respective Councils that the proposal from ISL Engineering and Land Services Ltd. be selected to prepare Land Use Bylaws for each of the three municipalities.

(Confirmation from the Councils of the Municipal District of Spirit River and the Town of Spirit River with respect to their support will be made available at the Council meeting.)

MOTION

24.02.12.08

Moved by Councillor Buck that County Council accept the proposal from ISL Engineering and Land Services Ltd. in the amount of \$62,901.00 for the preparation of separate Land Use Bylaws for Saddle Hills County, the Municipal District of Spirit River No. 133 and the Town of Spirit River.

Carried

7.5 Emergency Management Training Grant

The 2007/2008 Emergency Training Grant application has been completed. Saddle Hills County is the hosting municipality.

MOTION

25.02.12.08

Moved by Councillor Hubert that County Council approve the application for the Emergency Management Training Grant.

Carried

7.6 Jubilee Insurance

Saddle Hills County has received a letter from Jubilee Insurance advising that all the audit requirements have been met for the Jubilee RiskPro Module 1 and that there will be a 2% premium credit on all insurance policy renewals up to June 30, 2008.

MOTION

26.02.12.08

Moved by Councillor Jack that County Council accept the letter and certificate of completion from Jubilee Insurance for information purposes only.

Carried

7.7 RMRF Law Seminar

Reynolds, Mirth, Richards & Farmer LLP have issued an invitation to their 13th Annual Municipal Law Seminar to be held at the Holiday Inn in Grande Prairie on March 28th.

MOTION

27.02.12.08

Moved by Councillor Buck that County Council authorize the attendance of Councillors at the Reynolds, Mirth, Richards and Farmer LLP at the 13th Annual Northern Municipal Law Seminar to be held on Friday, March 28th at the Holiday Inn in Grande Prairie.

Carried

7.8 Brownlee Municipal Law Series

Brownlee LLP has a Municipal Law Seminar series occurring in Edmonton on February 21.

MOTION

28.02.12.08

Moved by Councillor Hubert that County Council accept the invitation from Brownlee LLP to the Municipal Law Series for information purposes only.

Carried

7.9 SDAB Workshop

Alberta Municipal Affairs and Housing will be holding Subdivision and Development Appeal Board workshops.

MOTION

29.02.12.08

Moved by Councillor Jack that County Council authorize attendance at the Subdivision and Development Appeal Board Workshop.

Carried

7.10 G.P. Letter of Support

The City of Grande Prairie will be building an Aquatics and Wellness Multiplex. Part of the financing of this project is through a grant from the Major Communities Facilities Program, and to support this application, the City of Grande Prairie is requesting that Saddle Hills County provide a letter of support. They believe that the Multiplex will be of benefit to the entire region and would appreciate the support to make it happen.

MOTION

30.02.12.08

Moved by Councillor Buck that County Council direct administration to provide a letter of support for the City of Grande Prairie regarding the Aquatic and Wellness Multiplex.

Carried

7.11 Woking Skating Rink Insurance

The Woking Skating Rink is requesting insurance coverage as an additional named insured. The required forms have been completed and given to the Interim Director of Corporate Services.

MOTION
31.02.12.08

Moved by Councillor Hubert that County Council accept the Woking Skating Rink Association as an additional named insured providing that they agree to operate within the parameters set out by Jubilee Insurance.

Carried

7.12 AAMD&C Spring Convention

The registration for the AAMD&C Spring Convention, March 17-19th, is now available. The registration deadline is February 15th.

8. Committee/Board Reports

8.1 Mountain Pine Beetle

Attached is an update for the South peace Municipalities Mountain Pine Beetle Project.

8.2 Zone Meeting

The Northwest Zone meeting was attended by Reeve Stone, Councillor McRann and the CAO on February 8, 2008.

The following topics were discussed:

- Mountain Pine Beetle
- Alberta Transportation and Infrastructure update
- AAMD&C report
- FCM report (Reeve Stone)
- 4-5 resolutions passed
- HWY 719 is now a priority

MOTION

32.02.12.08

Moved by Councillor Buck that County Council accept the Committee/Board Reports for information purposes only.

Carried

9. Information Items

- 1. Cheque List**
- 2. AAMDC Correspondence**
- 3. CRTC News Release**
- 4. FCM Correspondence**
- 5. NADC Newsletter**
- 6. The Bridge Newsletter**
- 7. ReNew Newsletter**
- 8. ReNew Canada Conference**
- 9. Risk Mangement in the Workplace**
- 10. Municipal Safetey News**
- 11. Catholic Schools Minutes**
- 12. Disaster Forum**
- 13. Metropolis Conference**
- 14. Glacier Power Meeting Submissions**
- 15. Infrastructure News**
- 16. Volunteer Alberta News Flash**
- 17. Alberta Capital Finance Authority AGM**

MOTION

33.02.12.08

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

Carried

MOTION

34.02.12.08

Moved by Councillor Jack to go in camera at 3:57 p.m.

Carried

MOTION

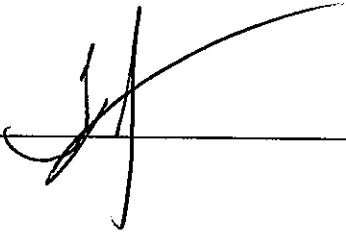
35.02.12.08

Moved by Councillor Hubert to come out of in camera at 4:32 p.m.

Carried

10. ADJOURNMENT

Reeve Stone declared the meeting adjourned at 4:32 p.m.

REEVE 

CAO 