

**MINUTES
SADDLE HILLS COUNTY
COUNCIL MEETING
TUESDAY JULY 22, 2008**

Meeting of the Council for Saddle Hills County was held in the Council Chambers of the Saddle Hills County Administration Building on Tuesday July 22, 2008.

PRESENT:

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

*REEVE
DEPUTY REEVE
COUNCILLOR
COUNCILLOR
COUNCILLOR
COUNCILLOR
COUNCILLOR*

FAYE KARY

*DIR OF CORPORATE SERVICES
/ACTING CAO
EA/RECORDING SECRETARY*

ELIZABETH GUSTAFSON

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

The following items were added to the agenda:

- 5.6 Gerry Richard Road Request**
- 5.7 Gravel Request**
- 5.8 Ditch Cleaning Policy**
- 6.3 STARS Funding**
- 6.4 Rezoning Denial**
- 6.5 Brushing on Private Land**
- 7.7 Remuneration Policy**
- 8.2 Mountain Pine Beetle / Northern Alberta Elected Leaders**

**MOTION
01.07.22.08**

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

Carried

3. ADOPTION OF MINUTES

3.1 Council Meeting Minutes – June 24, 2008

The minutes from the June 24, 2008 regularly scheduled meeting of Council were presented for Council's review.

MOTION

02.07.22.08

Moved by Councillor McRann that the Council minutes from the June 24, 2008 regular scheduled Council meeting be adopted as amended.

Carried

5. Administration Reports

5.1 CAO Regular Council Meeting Report

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

- What to do with the previous picture of the Queen now that we have a new picture.
- Director of Public Works – How is the search for a new Director of Public Works going?
- Municipal Census
- Promotional Items

MOTION

03.07.22.08

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

Carried

Mr. Matt Moorman, Acting Director of Engineering and Public Works entered the meeting at 10:21 a.m.

5.2 Acting Director of Engineering and Public Works Report

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

- Working Streets Paving – Will the roads be too narrow if there is a layer of pavement added?
- Ditch Cleaning – written permission should be obtained before private individuals clean the County ditches.
- Cotillion Hill Costs and Calcium application - What was the cost of working on the Cotillion Hill Road and can the calcium application wait until after the weekend?
- Rig Move Numbers
- Traffic Detours

Councillor Jack left the meeting at 10:30 a.m.

MOTION

04.07.22.08

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

Carried

5.3 Traffic Count – TWP 794 and HWY 727

The requested traffic count on TWP 794 has been done and the results were presented to Council.

The traffic count was performed by EXH Engineering Services.

The amount of traffic and the high number of trucks qualifies this road for inclusion on the list of roads to receive dust control.

MOTION

05.07.22.08

Moved by Councillor McRann that County Council bring this back for discussion at the next Calcium Road approval discussion.

Carried

5.4 Bay Tree Bin Site

The Bay Tree Bin Site has had issues with misuse. One of the suggested solutions is to monitor the site to discourage misuse and to allow identification of abusers. A month ago three companies were approached for quotes to install a monitoring system. Skyline Micro Systems is the only company that has replied. Their quote for the monitoring system is \$6,850.00 + GST plus installation.

Council directed Administration to place signs with the locations and hours of the transfer site stations to ensure that people are aware of the alternative places to dump their garbage and to contact legal counsel to request an opinion regarding the legal implication of placing video surveillance at the bin site.

MOTION
06.07.22.08

Moved by Councillor McRann that County Council approves the security system from Skyline Micro Systems for \$6,850.00 + GST for the Bay Tree Bin site.

Carried

5.5 June 2008 Statement of Revenues and Expenditures

The Director of Corporate Services has completed a Statement of Revenues and Expenditures for June 2008 for Council's Review.

MOTION
07.07.22.08

Moved by Councillor Clarke that County Council accept the June 2008 Statement of Revenue and Expenditures for information purposes only.

Carried

5.6 Gerry Richard Road Request

Mr. Richard was presented with options for having a road built to his proposed building site. Mr. Richard indicated that he would be interested in option 2 (from the South) but that he would be able to cross the river on his own land without using the County road allowance or crossing the neighbours land. It is unclear from the aerial photos where the property line is.

MOTION

08.07.22.08

Moved by Councillor Clarke that County Council direct Administration to inform Mr. Richard to obtain a legal land survey, at his own cost, to determine the location of the property line.

Carried

5.7 Gravel Request

The Savanna RecPlex has requested that Council provide gravel for their access road and parking lot. The access road is used for the household garbage bins and accessing the parking spot for a County grader, as well as the entrance to the Savanna RecPlex. Council feels that it is beneficial to support the community halls used by Saddle Hills County residents.

MOTION

09.07.22.08

Moved by Councillor Hubert that County Council direct Administration to supply and deliver up to a maximum of five loads of gravel to the Savanna RecPlex.

Carried

4. Delegations

4.1 Boyer / Yeatman Development

Bruce Boyer and Joy Yeatman entered the meeting at 11:20 p.m.

The Municipal Planning Commission approved a Country Residential subdivision of 3 lots on the NW 17-78-13-W6 subject to conditions. One condition is as follows:

“The applicant/developer must enter into a developer’s agreement with Saddle Hills County concerning matters such as, but not limited to, providing suitable access to the lots and balance of the quarter and road maintenance, all to County standards. No site work is to commence until this agreement has been entered into.”

A draft Development Agreement has been prepared for Council’s approval. The applicant has received a copy for their review as well.

The Developer wishes to ask Council to consider the following changes to the Development Agreement:

1. Lowering the amount of security required to \$60,000.
2. Removing the requirement of the drainage plan, engineered road design, plans and specifications.

NOTE: Administration recommends that if Council agrees to remove the requirement of the engineered road, the Development Agreement be modified to state that the road must be constructed according to the County’s current minimum requirements outlined in the Construction Standards Policy PW18 and the approaches with culverts as outlined in the Approach Policy PW20.

3. Request to have Matt Moorman sign in place of Developer’s Engineer, as the Developer prefers that engineered drawings will not have to be provided. (This matter was clarified during a subsequent telephone conversation with the Developer. The Completion Certificate and Final Acceptance Certificate has a line for the DEVELOPER’S ENGINEER to sign. It was explained that these documents don’t have to be endorsed by a ‘Professional’ Engineer. The road building contractor would sign these documents to certify that the road has been constructed according to the approved plans.)

Reeve Stone gave introductory statements and invited Bruce Boyer and Joy Yeatman to present their request to Council.

Bruce Boyer and Joy Yeatman discussed the following topics with Council:

- They would like to remove the requirement for an engineer for the road as this is a small project, only three lots. The other issue is the amount of the security deposit that was requested.
- The subdivision is registered by the Engineers once the road is approved and the lots should be available for sale after the Developers agreement is signed.
- The developers are willing to agree to the increase in the security deposit if they are able to build their road without using the engineering company that they are currently dealing with.
- When they spoke with Emdad Haque he told them that a hydrological study was not necessary, but the engineering company refused to provide drawings unless a hydrological study was agreed to. Will Council be satisfied if a hydrological study is not completed? The land was logged 15 years ago and the drainage pattern has been observed.
- The area for the road has been brushed and the equipment is ready to start construction.

The Delegation left the meeting at 11:39 p.m.

MOTION

10.07.22.08

Moved by Councillor Clarke that County Council approve the Development Agreement between Bruce Boyer/Joy Yeatman and Saddle Hills County with respect to Subdivision Application 14-SH-07 as presented.

Defeated

MOTION

11.07.22.08

Moved by Councillor McRann that County Council approve the Development Agreement between Bruce Boyer/Joy Yeatman and Saddle Hills County with respect to Subdivision Application 14-SH-07 with the amendment to remove the requirement of the engineered road design, and include the requirement that the road must be constructed in accordance with the County's current minimum requirements outlined in the Construction Standards Policy PW18 and the approaches with culverts as outlined in the Approach Policy PW20.

Defeated

Councillor Jack returned to the meeting at 12:15 p.m.

Further discussion was tabled until later in the meeting.

Mr. Matt Moorman, Acting Director of Engineering and Public Works left the meeting at 12:20 p.m.

Recess for lunch at 12:20 p.m.

The meeting reconvened at 1:30 p.m.

4.2 Application to Amend Land Use Bylaw – Rezoning (Bylaw 163-2008 – Amendment Application No. 3-AM-08)

The public hearing was convened at 1:30 p.m.

Cheryl Dwernychuk, Assistant Development officer was present.

Dennis Novitsky was present.

Bylaw 163-2008, being an amendment to the Land Use Bylaw to rezone Part of SE 29-80-12-W6 from Agriculture District to Rural Industrial District was given first reading on June 10, 2008. A public hearing regarding the rezoning bylaw was scheduled for July 22, 2008 at 1:30 p.m.

The purpose of the rezoning application is to allow for the development of an industrial trucking business/shop on the lands.

Cheryl Dwernychuk, Assistant Development Officer, gave a background presentation for this request.

Albert Transportation has no objection to the request, but would like to note that if upgrades are required for the adjacent highway, they will be the cost of the developer.

There were no written submissions.

Dennis Novitsky addressed Council.

- This rezoning would allow his home based trucking business to grow without having to move to Dawson Creek.
- As the yard would be off the highway there will be no blocking of traffic.
- The yard is already gravelled as the area was used as a stockpile in the past.
- Three phase power and a chain link perimeter fence will be installed.
- The company currently has 24 employees.

The public meeting was closed at 1:47 p.m.

MOTION

12.07.22.08

Moved by Councillor Clarke that County Council gives Bylaw 163-2008 a second reading.

Carried

MOTION

13.07.22.08

Moved by Councillor Hubert that County Council give Bylaw 163-2008 a third and final reading.

Carried

5.8 Right of Way Work Policy

It has been brought to Councils attention that work, such as ditch cleaning and road access building, has been occurring in County Right of Way without written permission. Additionally some of this work has been done by contractors currently working in the area on County projects. This creates the unfortunate impression that the County is doing 'special' work for some individuals, and while not true this impression should be discouraged.

MOTION

14.07.22.08

Moved by Councillor Moen that County Council direct Administration to present a draft of Policy PW20 to Council with changes regarding the authorization of work (approaches and ditch cleaning) by the public on County Right of Way.

Carried

6. Business Arising from the Minutes

6.1 AltaGas Letter and Meeting

A letter has been received from AltaGas in response to the May 13, 2008 letter expressing concerns. Marc Boucher, the AltaGas representative for the Pouce Coupe project had a lunch meeting with Reeve Stone and Clr. Jack on July 3 to discuss the matter.

At the meeting the following issues were discussed:

- There was a lack of public confidence in the company
- AltaGas has spoken with some of the residents and alleviated their concerns
- As sweet gas deposits are used there will be an increase in the amount of sour gas development
- The sour gas plants in the vicinity of the proposed AltaGas addition are being used at their full capacity
- The acid gas injection well meets all of the specifications and regulations for safety

MOTION

15.07.22.08

Moved by Councillor Clarke that County Council accept the AltaGas letter for information purposes only.

Carried

6.2 Appointment of Municipal Auditor

A Request For Proposal for provision of audit services was sent out to numerous firms and five proposals were received and reviewed by the Audit Committee.

Based on timing of completion of the audit and presentation of the financial statement, as well as the proximity to Saddle Hills County of the company office (Peace River), thus keeping Out of Pocket expenses to a minimum, the Audit Committee recommends appointment of the firm Meyers Norris Penny LLP as Municipal auditors for the calendar years 2008 to 2010.

MOTION

16.07.22.08

Moved by Councillor Buck that County Council appoint Meyers, Norris, Penny LLP as Municipal auditors for the calendar years 2008 to 2010.

Carried

6.3 STARS Funding

A letter was sent to the Minister of Health and Wellness regarding Saddle Hills County's support for provincial funding of the Grande Prairie STARS base. A return letter has been received and explains the reasons why the provincial government will not be providing funding to the Grande Prairie STARS Base.

MOTION

17.07.22.08

Moved by Councillor Jack that County Council accept the letter regarding STARS for information purposes only and that this issue and letter be forwarded for discussion at the AAMD&C Zone 4 meeting.

Carried

6.4 Denied Rezoning

A rezoning request was brought before Council at the June 24, 2008 meeting and the request was denied. The owners of the property met with Reeve Stone to voice their objections to the decision and to request that a letter detailing their objections be presented to Council.

MOTION

18.07.22.08

Moved by Councillor Clarke that the letter from the Tracey's regarding their rezoning application (2-AM-08) be accepted for information purposes only.

Carried

6.5 Brushing on Private Land

During the course of brushing in 2007 some brushing was inadvertently carried out on private land. The land owner pointed out the problem and requested compensation, Council stated that they would wait until the snow had melted before deciding if there had been brushing on private land. The Manager of Rural Development has measured the areas where the alleged trespassing occurred and presented her findings to Council.

MOTION

19.07.22.08

Moved by Councillor Buck that County Council direct Administration to contact Mr. Day by letter in this regard.

Carried

7.1 Savanna Agricultural Society Fall Fair

The Savanna Agricultural Society has sent a letter of request for sponsorship of the fall fair and a donation to the silent auction.

In 2005, 2006 and 2007 Saddle Hills County has donated \$100 per year for trophies.

Saddle Hills County promotional items were donated to the silent auction as per policy AD27.

MOTION
20.07.22.08

Moved by Councillor Clarke that County Council donate \$100 to the Savanna Agricultural Society for trophies for the Fall Fair and direct Administration to provide an item for the silent auction.

Carried

7.2 East Doe River Concern

An email has been received from Larry & Joan Holthe. They wanted to express their concern that the nuisance grounds in their area have been closed. They have spoken with Emdad Haque, Director of Public Works, concerning the matter and were not satisfied. They would also like to express support for recycling bins in the area.

MOTION
21.07.22.08

Moved by Councillor Hubert that the County Council direct Administration to contact Larry & Joan Holthe with information regarding the closure of the East Doe River nuisance grounds and to discuss alternative possibilities.

Carried

7.3 Computer Purchase Policy AD09

The existing computer purchase policy is being proposed for revisions. The new policy provides the purchaser with more flexibility as to the supplier they wish to purchase computer equipment from as well as the timing of the purchases. The existing policy limited a purchaser to buying from one supplier of the County's choosing, coordinated with the County's annual purchase. This stipulation was not practical, as the timing of the County's purchase often conflicted with the supplier's offers and deals for home computers.

The proposed policy also simplifies the administration of the computer purchase plan. The proposal is that the County no longer carries insurance on the equipment at the purchaser's cost, and interest is no longer charged. There will be a taxable benefit to the purchaser, according to Revenue Canada's requirements and will be shown on the T4-Slip.

**MOTION
22.07.22.08**

Moved by Councillor Clarke that County Council approves revised Policy AD09.

Carried

7.4 Subdivision Extension Request – 06-SH-07 (Bouck)

Our Subdivision File: 06-SH-07
Land Description: SE 26-081-11-W6
Landowner: Robert Bouck
Applicant: Troy Bouck

In accordance with Section 657 (1) of the M.G.A., the applicant has until July 12, 2008 to meet all of the conditions of subdivision and submit the subdivision plan to the County for endorsement.

The applicant has applied for an extension to meet the above obligations. Section 657(6) states that Council may extend the one year deadline.

**MOTION
23.07.22.08**

Moved by Councillor McRann that County Council approve an extension to October 12, 2008 for the applicant of subdivision application #06-SH-07 (SE 26-081-11-W6) to meet the conditions of subdivision approval and to submit the required plan for endorsement.

Carried

7.5 RCMP Victim's Assistance Charity Auction

The Grande Prairie and District RCMP Victim's Assistance Program Association Annual Five Star Charity Auction, Dinner and Dance will be held on Saturday November 8, 2008. A letter has been received requesting support for the event, either monetarily or with an auction item. Last year a painting with a \$250 value was purchased for the silent auction.

**MOTION
24.07.22.08**

Moved by Councillor Buck that County Council support the Grande Prairie and District RCMP Victim's Assistance Program Association Annual Five Star Charity Auction, Dinner and Dance with the donation of a piece of local artwork valued up to \$400.

Carried

7.6 Detour for Bonanza Agricultural Fair

A letter has been received from the Bonanza Agricultural Society requesting that Saddle Hills County put a detour in place along HWY 719 during the 2008 Bonanza Fair / Mud Bog. The detour was very beneficial last year and they would appreciate having a detour again this year.

**MOTION
25.07.22.08**

Moved by Councillor McRann that County Council direct Administration to provide a detour along HWY 719 for the Bonanza Agricultural Society during the Bonanza Fair / Mud Bogs on July 25-26, 2008.

Carried

7.7 Remuneration Policy

Due to the increase in the price of gas Council reviewed the Remuneration Policies to see if they reflected current prices.

**MOTION
26.07.22.08**

Moved by Councillor Clarke that Policy AD01 point #3 be amended to increase the reimbursement rate for use of personal vehicles to \$0.50/kilometre effective August 1, 2008.

Carried

8. Committee/Board Reports

8.1 Rural Matters Conference

The Rural Matters Conference was held in Edmonton from July 5-8, 2008. The Conference was attended by Reeve Stone, Clr. Jack, Clr. Buck and the Manager of Rural Development, Amy Kaut.

The following items were discussed:

- It was an excellent conference with many good ideas
- The conference received publicity on the radio and in the Western Producer
- There was good attendance with over 800 delegates, with many representatives from Alberta
- The speakers and entertainment were very good

8.2 Mountain Pine Beetle / Northern Alberta Elected Leaders

Reeve Stone attended the MPB and NAEL meeting in Grande Prairie.

The Mountain Pine Beetle meeting was interesting and included demonstrations as well as talks. The forestry industry feels that due to their economic issues they are paying an inordinate share of taxes.

There were very few items on the agenda for the Northern Alberta Elected leaders Meeting.

MOTION
27.07.22.08

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

Carried

9. Information Items

- 1. ARC letter of information**
- 2. Letter Re: Motion to Ban PBDEs**
- 3. Letter Re: Deregulation of Postal Service**
- 4. Letter in Support of Open Skies Policy**
- 5. South Sneddon Erosion Control Project**
- 6. AMHSA Auditor Notice**
- 7. Contact Newsletter**
- 8. Edmonton Newsletter**
- 9. NADC Newsletter**
- 10. PREDA report**
- 11. MPB information**
- 12. Cheque Run**
- 13. RCMP Report**
- 14. AUMA Convention**
- 15. ALMS Conference**
- 16. Peace Country Health News**

MOTION

28.07.22.08

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

Carried

4.1 Boyer / Yeatman Development Agreement

Council continued their discussion from before lunch.

MOTION

29.07.22.08

Moved by Councillor Jack that County Council approve the Development Agreement between Bruce Boyer/Joy Yeatman and Saddle Hills County with respect to Subdivision Application 14-SH-07 with the amendment to remove the requirement of the engineered road design, and include the requirement that the road must be constructed in accordance with the County's current minimum requirements outlined in the Construction Standards Policy PW18 and the approaches with culverts as outlined in the Approach Policy PW20 and the final approval of construction by a professional engineer or a qualified third party construction manager, as approved by the Director of Public Works.

Carried

10. ADJOURNMENT

Reeve Stone declared the meeting adjourned at 3:34 p.m.

REEVE

CAO