

**MINUTES  
SADDLE HILLS COUNTY  
COUNCIL MEETING  
TUESDAY SEPTEMBER 9, 2008**

*Meeting of the Council for Saddle Hills County was held in the Council Chambers of the Saddle Hills County Administration Building on Tuesday September 9, 2008.*

**PRESENT:**

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

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

***TAROLYN PEACH  
ELIZABETH GUSTAFSON***

***CAO  
EA/RECORDING SECRETARY***

**1. CALL TO ORDER**

Reeve Stone called the meeting to order at 10:26 a.m.

**2. ADOPTION OF AGENDA**

The following items were added to the agenda:

- 7.10 Peace AirShed Zone Association AGM
- 7.11 Scholarships

**MOTION  
01.09.09.08**

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

**Carried**

**3. ADOPTION OF MINUTES**

**3.1 Council Meeting Minutes – August 22, 2008**

The minutes from the August 22, 2008 regularly scheduled meeting of Council were presented for Council's review.

**MOTION**

**02.09.09.08**

**Moved by Councillor Moen that the Council minutes from the August 22, 2008 regular scheduled Council meeting be adopted as amended.**

**Carried**

**4. Delegations**

*Mr. Johnson entered the meeting at 10:27 a.m.*

**4.0 Cotillion Shelter Contract - Stan Johnson**

Mr. Johnson came to speak with Council regarding the Cotillion Shelter contract, in particular regarding the overruns in the cost of building after the contract was negotiated. The following points were raised by Mr. Johnson:

- Thank you to Saddle hills County, Brian Ballard, Tarolyn peach and Cotillion Recreation Society.
- Mr. Johnson came to request more funds and realizes that he has only himself to blame for the overruns. Part of the reason that he went over budget was his desire to produce a top grade facility. When there were options Mr. Johnson chose to build a quality building rather than save time or money.
- The costs that were over the contract amount were
  - o the corners of the building required large amounts of labour
  - o a non-oil base stain was used at an increased cost and with increased shipping
  - o the logs were prestained in the fall and the whole building had to be sanded and restained in the spring
  - o Extra walkways were built in the attic to allow access to the wall anchor bolts for tightening as the building settled
  - o The plumbing and electrical cost more than the estimate used when agreeing to the contract
- Mr. Johnston would like to leave this with Council and has confidence that they will make the right decision.

*Mr. Johnson left the meeting at 10:50 a.m.*

*Brian Ballard, Regional Fire and Disaster Services Coordinator, entered the meeting at 10:50 a.m.*

## **5. Administration Reports**

### **5.1 CAO Regular Council Meeting Report**

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

- Field, Field & Field – Conceptual Drawings are here and available in the Reeve's Office, but have some issues
- Peace Library System Meeting – Sept. 11 at 10:00 a.m., brainstorming meeting
- Amendment to the 2007 M&E Guidelines – the assessment data has changed, ~500 tax notices are being reissued, the drop in revenue is not as large as it could have been as our assessor, Gordon Hardy, realized that original assessment amount was excessive

## **MOTION**

**03.09.09.08**

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

**Carried**

*Mr. Jason Jagodich, Director of Engineering and Public Works, and Mr. Matt Moorman, Technical Services Coordinator, entered the meeting at 10:51a.m.*

### **5.2 Director of Engineering and Public Works Report - Handout**

Mr. Jagodich was presented to Council and Mr. Moorman presented the report on the Public Works Department. The following items were discussed;

- Welcome to Jason Jagodich the new Director of Engineering and Public Works, his first day was Sept. 2, 2008 and w welcome lunch was held to introduce him to the staff and some of the Councillors
- Thank you to Matt Moorman who was very valuable as the interim Director of Engineering and Public Works. The Residents of Saddle Hills County have expressed a high opinion of Mr. Moorman.
- The mailbox at RR93, RR91 and TWP 813 has been relocated and will be anchored in a safe manner.
- RR84, some work is done, the occupancy period is almost finished but they are bringing more equipment to the job
- Advantage Oil and Gas has applied calcium to roads in Gundy that they have been using, the North/South road and a mile of the East road.
- The new Peterbilt has arrived, but us missing some of the requested features
- The first of the new graders is in use on the Woking beat
- New pumps for the Woking lift station will arrive later this week and will be installed along with some repairs

- RR120 stop sign – Councillor Hubert requested that the stop sign be moved to face the west as this would better suit the traffic flow
- The household garbage bin lids have smaller doors inside the larger door that should remain shut to control the garbage
- The Fall Cleanup – advertise and investigate ramps to allow easier access

**MOTION**

**04.09.09.08**

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

**Carried**

*Mr. Matt Moorman, Technical Services Coordinator, left the meeting at 11:22 a.m.*

**4.1 South Sneddon – Wally Bailey, AB Environment**

*Mr. Bailey entered the meeting at 11:23 a.m.*

Wally Bailey of Alberta Environment updated Council on the South Sneddon Erosion Control Project and answered Council's questions. The following topics were discussed:

- Mr. Bailey presented a handout on the AWMEC program
- Mr. Bailey discussed options for repairing the South Sneddon with Council and possible avenues for funding

*Mr. Bailey left the meeting at 12:10 p.m.*

*The meeting was recessed for lunch at 12:10 p.m.*

**4.2 FCSS Program, Home Care – Grace and Dawna**

Grace Waldo and Dawna Geherman would like to talk to Council about the FCSS program and funding home care. They did not attend the meeting and the topic was not discussed.

*The Public hearing was convened at 1:30 p.m.*

*Laurie Jackson, Manager of Planning and IT Services, Cheryl Dwernychuk, Assistant Development Officer and Wayne Kettner, the applicant, entered the meeting at 1:30 p.m.*

#### **4.3 Rezoning Hearing #4-AM-08**

Bylaw 164-2008, being an amendment to the Land Use Bylaw to rezone Lot 1, Block 25, Plan 0628149 from Rural Commercial District to Rural Industrial District was given first reading on August 12, 2008. A public hearing regarding the rezoning was scheduled for September 9, 2008 at 1:30 p.m.

The applicant operates an existing trucking and landscaping business on this parcel of land. The trucking business, being the primary use, is considered a discretionary use under the Rural Industrial (RI) District of the Land Use Bylaw.

Ms. Jackson presented the background information to Council.

A roadside development permit is required from Alberta Transportation and the acquisition of the permit is a condition of the Saddle Hills County Development Permit.

There was a written submission from Alberta Transportation stating that a traffic assessment may be required. A statement from Matt Moorman, Interim Director of Public Works, was received saying that there were no concerns with the project and a letter from the Central Peace Natural Gas Co-op Ltd. advising that they have a ¾ inch and 1 inch pipelines on the quarter in question.

There were no comments from the public or the applicant.

Reeve Stone confirmed with Mr. Kettner that the Alberta Transportation permit had not yet been acquired.

*The public hearing was closed at 1:43 p.m.*

*Mr. Kettner left the meeting at 1:43 p.m.*

#### **4.0 Cotillion Shelter – Stan Johnson**

Discussion regarding the request for consideration from Mr. Johnson continued.

#### **4.4 Rezoning hearing #5-AM-08**

*The public hearing was convened at 1:46 p.m.*

Ms. Jackson presented a fax from Lance Hingely, the applicant, stating that he wished to withdraw the rezoning application.

**MOTION**

**05.09.09.08**

**Moved by Councillor McRann that County Council rescind the first reading of Bylaw 165-2008.**

**Carried**

*The public hearing was ended at 1:52 p.m.*

*Laurie Jackson, Manager of Development and IT, and Cheryl Dwernychuk, Assistant Development Officer left the meeting at 1:52 p.m.*

**4.3 Rezoning Hearing #4-AM-08**

**MOTION**

**06.09.09.08**

**Moved by Councillor Jack that County Council give Bylaw 164-2008 a second reading.**

**Carried**

**MOTION**

**07.09.09.08**

**Moved by Councillor McRann that County Council give Bylaw 164-2008 a third reading.**

**Carried**

**4.0 Cotillion Shelter – Stan Johnson**

Council appreciates that Mr. Johnson produced a quality facility

**MOTION**

**08.09.09.08**

**Moved by Councillor Jack that County Council direct Administration to forward a payment of \$5,550 to SBJ Contracting in recognition of cost overruns.**

**Carried**

**4.1 South Sneddon – Wally Bailey, AB Env**

**MOTION**

**09.09.09.08**

**Moved by Councillor Moen that County Council direct Administration to explore project estimate costs for the South Sneddon Drainage Project and direct Administration to contact the Minister of Environment to request a meeting at the Fall AAMD&C Convention to discuss the AWMEC program.**

**Carried**

**6. Business Arising from the Minutes**

**6.1 Tiger Calcium's Fuel Surcharge Request**

Tiger Calcium Services Inc., supplier of Calcium Chloride is requesting a 5% fuel surcharge for the 2008 year. This fuel surcharge is based on smooth supply and timely completion. Tiger Calcium has sent an invoice for \$36,892.59 (Includes Birch Hills County and MD 133 supply) as their fuel surcharge for this year which was completed by June 28. The amount this year we paid to Tiger Calcium is \$ 702,716.01 and 5% fuel surcharge amount will be \$ 35,135.80. There is a provision for 2.5% increase in price every year in the agreement that was signed in January 27, 2005. Budget amount for this program is \$ 750,000.00 and so far we have spent \$ 703,517.87.

**MOTION**

**10.09.09.08**

**Moved by Councillor Hubert that County Council deny the Fuel surcharge request from Tiger Calcium.**

**Carried**

**6.2 2008 Capital Recreation Grant Application**

A summary of the application received for the 2008 Capital Recreation Grant were presented to Council, the summary includes the grant funds paid out in 2007. The total budget for the recreation capital grant is \$150,000 and the total application received is \$234,309.71.

Churches with historical value have merit and should receive some funding.

A five year plan for the facilities would allow them to plan and request capital funding in phases.

**MOTION**

**11.09.09.08**

**Moved by Councillor Hubert that County Council direct Administration to allocate the Capital Recreation Grant Funds to the following organizations for the specified amount:**

- Blueberry Mountain Goodwill Society - \$2,800.00**
- Russian Greek Orthodox Church of Devale - \$10,000.00**
- St. Peter & Paul Orthodox Church at Devale - \$2,500.00**
- Savanna Agricultural Society - \$21,604.51**
- Ukrainian Greek Orthodox Cemetery - \$6,500.00**
- Cotillion Butte recreation Association - \$40,000.00**
- Bonanza & District Agricultural Society – \$58,795.49**
- Fourth Creek Community Association - \$4,800.00**
- Silver Valley Community Hall - \$3,000.00**

**Carried**

*Mr. Jason Jagodich, Director of Engineering and Public Works at departed the meeting at 2:35 p.m.*

### **7.1 Rezoning Application #6-AM-08**

An application has been received to amend the Land Use Bylaw to rezone a portion of the NW 33-78-13-W6M (10.0 acres) from Agriculture District to Country Residential Agricultural District (CR2).

The quarter section currently has a total of 4 titles.

All parcels from this quarter are zoned Agriculture (A) District. This quarter has been dissected by Highway 49 and the railway right of way to the north of the highway. The applicants would like to subdivide 10 acres out of their 48.28 acre parcel for residential purposes, therefore requiring rezoning.

**MOTION  
12.09.09.08**

**Moved by Councillor Jack that County Council give Bylaw 167-2008 a first reading.**

**Carried**

**MOTION  
13.09.09.08**

**Moved by Councillor Buck that County Council schedule a public hearing regarding Rezoning Bylaw 167-2008 for October 14, 2008 at 1:30 p.m.**

**Carried**

### **7.2 Municipal Sponsorship Program**

The Municipal Sponsorship Program information has been received. Saddle hills County has a base grant amount of \$22,206 available. Administration would like ideas from Council for projects for the 2008 Municipal Sponsorship Program.

Administration has a few suggestions for projects

- Upgrade Hilltop Park
- Look into an infrastructure maintenance program
- There are no intermunicipal projects at this time

A decision will need to be made by the September 23, 2008 Council meeting for the September 30, 2008 deadline.

**MOTION  
14.09.09.08**

**Moved by Councillor Hubert that the County Council receive the Municipal Sponsorship Program information for information purposes only.**

**Carried**

### **7.3 NAMRC Membership**

It is time to renew membership in the Northern Alberta Mayors' and Reeves' Caucus. The membership fee is \$300 (Oct/08 – June /09). The County of Grande Prairie was contacted and they have joined the Northern Alberta Mayors' and Reeves' Caucus, but on an information sharing basis.

**MOTION**

**15.09.09.08**

**Moved by Councillor McRann that County Council accept the information regarding the Northern Alberta Mayors and Reeves' Caucus for information purposes only.**

**Carried**

### **7.4 Dunvegan Hydroelectric**

There will be a joint panel hearing for the Dunvegan hydroelectric project from Sept. 22-26, 2008. As a part of this Glacier power needs to confirm their support from groups and individuals. If a letter of support is to be given then it needs to be submitted on or before Sept. 10, 2008.

**MOTION**

**16.09.09.08**

**Moved by Councillor Moen that County Council direct Administration to provide a letter of support to Dunvegan Hydroelectric.**

**Carried**

### **7.5 Alberta Municipal Affairs Workshops**

Alberta Municipal Affairs has expanded their list of workshops to include "Workplace Conflict", "Labour Relations and Conflict Management" and "Negotiation Skills Refresher". Space in the courses is limited. Council will look over the brochure of courses to determine which courses will be useful.

### **7.6 Master Rates Bylaw**

The Master Rates Bylaw has been reviewed and the suggested changes are presented for Councils review along with the current Bylaw for comparison.

**MOTION**

**17.09.09.08**

**Moved by Councillor Buck that County Council give Bylaw 166-2008 a first reading and that the following is enacted. 1. That the Master Rates Bylaw No. 166-2008 with "Schedule A" attached is established as the Master Rates Bylaw for Municipal Services provided by Saddle Hills County. 2. That GST will be added unless otherwise noted. 3. That Master Rates Bylaw 130-2003 is hereby rescinded. 4. That Master Rates Bylaw 166-2008 comes into full force and effect upon third reading thereof.**

**Carried**

### **7.7 AB Emerg Agency Stakeholders Summit**

There will be an Alberta Emergency Management Agency Stakeholders Summit in Leduc on October 29 & 30, 2008. Fire and Emergency management Leaders and municipal officials are invited.

**MOTION  
18.09.09.08**

**Move by Councillor Hubert that County Council authorize attendance for the disaster services committee at the 2008 Alberta Emergency Management Agency Stakeholders Summit in Leduc, Alberta on October 29 & 30, 2008.**

**Carried**

### **7.8 Northwest Corridor Development Corporation**

The Northwest Corridor Development Corporation is a group that advocates for improvements to all modes of transportation, trade and tourism infrastructure along the northwest corridor. Membership fees for Saddle hills County will be \$1,500 per year plus GST.

**MOTION  
19.09.09.08**

**Moved by Councillor McRann that County Council accept the information from the Northwest Corridor Development Corporation for information purposes only.**

**Carried**

### **7.9 Rural Roots Funding Request**

The Rural Roots Sustainability Society is seeking funding for the Society and the events that they have organized for this year. They are requesting \$1000 to help cover the costs of purchasing food for cooking classes, wages for instructors and rental fees for the space.

**MOTION  
20.09.09.08**

**Moved by Councillor Clarke that County Council direct Administration to forward \$1000 to the Rural Roots Sustainability Society.**

**Defeated**

**MOTION  
21.09.09.08**

**Moved by Councillor McRann that County Council accept the funding request letter from the Rural Roots Sustainability Society for information purposes only.**

**Carried**

#### **7.10 Peace Airshed Zone Association AGM**

The Peace Airshed Zone Association will be holding their Annual General meeting.

**MOTION**  
**22.09.09.08**

**Moved by Councillor Clarke that County Council authorize attendance at the Annual General Meeting of the Peace Airshed Zone Association.**

**Carried**

#### **7.11 Scholarships**

A scholarship aimed at young people that are interested in working for Saddle Hills County would bring young people back to the region after they have finished their education. A scholarship could include a requirement that the recipient work for Saddle Hills County after graduation.

As an example of a scholarship the County of Grande Prairie Ron Pfau Scholarship information has been included. This is a \$500 scholarship awarded to students attending an Alberta post-secondary institution in the fields of business, commerce or public office administration.

**MOTION**  
**23.09.09.08**

**Moved by Councillor Buck that County Council direct Administration to gather more information about existing scholarships that encourage young people both to get an education and to return to their home communities.**

**Carried**

*Councillor Hubert left the meeting at 4:05 p.m.*

### **8. Committee/Board Reports**

#### **8.1 Meeting with the Minister of Municipal Affairs**

Reeve Stone and the CAO, Tarolyn peach, attended a meeting with the Minister of Municipal Affairs on August 21, 2008. Much of the session was devoted to learning about the Municipal Sustainability Initiative Program. There is a need to do some long term planning, including post-oil and Gas revenues. Many municipalities want their CAO's to have training and are unaware that there are excellent CAO training programs available.

**8.2 Staff BBQ**

The Staff Appreciation BBQ was held on August 22, 2008 at the Cotillion Campground. Councillor Moen was the only Councillor not present at the Staff Recognition BBQ, however the majority of the staff was present. The gifts were well received and the food was excellent.

**MOTION**

**24.09.09.08**

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

**Carried**

**9. Information Items**

1. Monthly Budget Report
2. Cheque List
3. AltaGas Correspondence
4. AAMDC Correspondence
5. MPB Yearend Review
6. Rural Matters Newsletter
7. NADC Newsletter
8. Peace Country Health Newsletter
9. Municipal Safety News
10. The Bridge
11. Travel Alberta Update
12. Catholic School Board Minutes
13. Emergency Preparedness Forum
14. Conferences

**MOTION**

**15.09.09.08**

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

**Carried**

**10. ADJOURNMENT**

Reeve Stone declared the meeting adjourned at 4:15 p.m.

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**REEVE**

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**CAO**

**Other items from Council**

Place article in paper asking people to close garbage bins – aesthetics and bears

Bin sites should be clean and welcoming

Make sure Cindy has a smoking room for fall AAMD&C

Prepare a resolution for the Spring AAMD&C convention to review and revitalize AWMEC

Be prepared with designs if AWMEC is revitalized, have a cost estimate in order to understand the degree of funding required

Did we receive grant money for cotillion shelter?

Fall road tour

Revamp capital rec and cemetery policy – require 5 year plan, \$50,000 cap to requests, give preference to projects that reduce deficiencies rather than increase the organization

Start trying to register for fall aamd&c

Get scholarship info from AAMD&C, draw up a draft scholarship program (marks not a factor)

Get copies of CAO performance evaluation forms to the Council

Compile costs for the BBQ

Investigate costs and schedule for rail travel to Whistler for the FCM.

Registration for the FCM