

**MINUTES  
SADDLE HILLS COUNTY  
COUNCIL MEETING  
TUESDAY MAY 12, 2009**

*Meeting of the Council for Saddle Hills County was held in the Council Chambers of the Saddle Hills County Administration Building on Tuesday May 12, 2009.*

**PRESENT:**

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

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

***FAYE KARY***

***ACTING CHIEF  
ADMINISTRATIVE OFFICER***

***JASON JAGODICH***

***DIRECTOR OF ENGINEERING  
AND PUBLIC WORKS***

***CHERYL DWERNYCHUK***

***RECORDING SECRETARY***

**ABSENT:**

***BRUCE JACK***

***COUNCILLOR***

**CALL TO ORDER**

Reeve Stone called the meeting to order at 2:05. P.M.

**1. ADOPTION OF AGENDA**

The following items were added to the agenda:

6.3 R.J. McDonald Agreement

6.4 TRAVIS

8.3 Sustainable Communities Workshop (Reeve Stone)

8.4 Land Use Bylaw Update (Deputy Reeve McRann)

8.5 Housing Committee Update (Councillor Clarke)

**MOTION**

**01.05.12.09**

**Moved by Councillor Clark that County Council adopt the agenda with additions.**

**Carried**

## **2. ADOPTION OF MINUTES**

### **3.1 Council Meeting Minutes – April 28, 2009**

The minutes from the April 28, 2009 regularly scheduled meeting of Council were presented for Council's review.

#### **MOTION**

**02.05.12.09**

**Moved by Councillor Hubert that the Council minutes from the April 28, 2009 regular scheduled Council meeting be adopted as presented.**

**Carried**

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

The Chief Administrative Officers report was presented to Council. The following items were discussed:

- Community Library Update – Ms. Kary updated on the meeting which she attended and funding available. Council would like information brought back to the next meeting on total costs and an action plan.

#### **MOTION**

**03.05.12.09**

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

**Carried**

*Jason Jagodich, Director of Engineering and Public Works entered the Council meeting at 2:15 p.m.*

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

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

- Garbage bins for spring clean up
- Road Bans
- Flashing light in Woking – both were fixed however, one has quit since.
- Range Road 92 – update on situation and general discussion on road use under County's road use maintenance agreement.
- New gravel/calcium maps for the proposed 2009 program were presented to Council.

- Noted that Scentless Chamomile is in areas along Road 800 and Public Works should talk to Manager of Rural Development prior to doing any ditch work in the area.
- RR 84 as it is being paved, it is recommended to remove from the dust control program. It should be considered that the paving will be done in July. Does the Council wish to apply Calcium to address dust issues till then. Consensus to leave Calcium on this road
- RR 50 and 51 – still going ahead for this year.

**MOTION**

**04.05.12.09**

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

**Carried**

**5.3 Hydraulic Excavator**

Administration presented Council with the results of the RFP for the purchase of a Hydraulic Excavator.

Mr. Jagodich handed out an evaluation of the proposals received from the request for proposal. Mr. Jagodich further outlined how the evaluation of the proposals received was done.

Reeve Stone requested that the tender evaluation criteria be brought before Council in the form of a draft policy.

**MOTION**

**05.05.12.09**

**Moved by Councillor Hubert that County Council direct administration to proceed with the purchase of the Hydraulic Excavator from Finning (Grande Prairie) in the amount of THREE HUNDRED AND ONE THOUSAND DOLLARS (\$301,000.00)**

**Carried.**

**6.2 Road Stabilization Program- 2009**

Administration presented Council with the proposed Road Stabilization map/list for 2009 within the County. As per *Road Stabilization policy PW 22* those roads which have a traffic count in excess of 100 vehicle per day (avg.) and those roads which have been between 80 and 100 vehicle per day (avg.) but have higher % of truck traffic have been considered for calcium chloride treatment.

Council reviewed the program, and requested that Township Road 794 be removed from the program and the calcium on Township Road 801 (in Range 12) is to be extended one mile to the east.

**MOTION**

**07.05.12.09**

**Moved by Councillor Clarke that County Council directs administration to proceed with the Road Stabilization map/list for 2009 as amended.**

**Carried.**

*Ms. Laurie Jackson entered the meeting at 3:00 p.m.*

**6.4 TRAVIS**

Reeve Stone attended meetings regarding the TRAVIS system and pilot projects which are being conducted. Many municipalities already have organizations in place to track rig/equipment moves in their municipalities. Reeve Stone updated Council on his discussions.

Reeve Stone outlined the pros and cons of participating in a pilot project.

**MOTION**

**08.05.12.09**

**Moved by Councillor Clarke that County Council bring motion 04.04.14.09 back to the table.**

**Carried.**

**MOTION**

**09.05.12.09**

**Moved by Councillor Moen that County Council amend Motion 04.04.14.09 as follows: That County Council authorize Saddle Hills County to participate in the Travis Multi- Jurisdiction System Pilot Project for the term of the project subject to ongoing participation in the assessment data committee with technical and political representation.**

**Carried.**

**7.1 Dust Control Treatment Policy PW01**

The Dust Control Treatment Policy PW01 requires updating to reflect the changes that were made to the Master Rates Bylaw. The changes to the Master Rates Bylaw were approved by Council on September 28<sup>th</sup>, 2008.

**MOTION**

**10.05.12.09**

**Moved by Councillor Clark that County Council adopt the Dust Control Policy PW01 as amended.**

**Carried.**

*Mr. Jagodich departed from the meeting at 3:30 p.m.*

## **7.2 Deferred Reserves in Saddle Hills County**

As the result of a request by a landowner for the removal of the deferred reserve registered against his property, at the February 24, 2009 Council meeting, Council requested a report of all of the deferred reserves that are registered against titles within the County to determine their appropriateness.

There are 18 parcels of land in the County that have deferred reserves registered against them. Aerial photos of each property were provided for Council's review.

Reeve Stone would like Administration to review each file on a case by case basis to determine if the Deferred Reserves should be removed or maintained on title. It was suggested that unless the property is located within a hamlet, the deferred reserve is not to be taken/kept. Rural Subdivisions could be considered dependent upon the number of lots within the subdivided quarter and there is a potential for the need of a park. The deferred reserve goes on the balance of the quarter.

## **7.3 Disposal of Surplus Computer Equipment**

Administration presented Council with a list of surplus computer equipment that is ready for disposal. A suggestion was made to donate three computers to community libraries and others to be disposed of.

### **MOTION 11.05.12.09**

**Moved by Councillor Hubert that County Council approve the donation of three computers and monitors to the Savanna, Bonanza and Woking Libraries, as referred to on the 2009 Disposal List of Computer/Accessory Equipment – Donate to Libraries and that County Council approve the disposal of the faulty computer equipment, as referred to on the 2009 Disposal List of Computer/Accessory Equipment – Recycle, by taking to a recycle center and that County Council direct administration to proceed with the disposal of the Computer/Accessory Equipment as referred to on the 2009 Disposal List of Computer/Accessory Equipment – For Disposal at Administrations discretion.**

**Carried.**

## **7.4 Cancellation of Descriptive Plan (NW 14-76-7-W6)**

In 1995 a subdivision was approved to create two titles from a quarter section. (104 acres and 54 acres) A condition was placed on the approval stating that the 54 acre parcel was to be consolidated with the adjacent quarter section to the south, SW 14, as there would be no physical access to it otherwise. A descriptive plan was prepared for the 104 acre parcel, and the 54 acre parcel was consolidated with the SW 14 at Land Titles. The type of consolidation that took place did not

bind the two parcels permanently, and the titles were later separated. This leaves a situation where the 54 acre parcel currently has no physical access.

The landowner (of both the 54 acre parcel and the 104 acre parcel – being one and the same) is willing to cancel the descriptive plan that was created during this subdivision and put the lands back to the original quarter section. ATB, having a registered interest in the land, provided their consent as well.

The process to do this is either to create a new Descriptive Plan for the entire quarter section or for Council to pass a bylaw to cancel the descriptive plan.

**MOTION  
12.05.12.09**

**Moved by Councillor Clarke that County Council give Bylaw 172-2009 first reading.**

**Carried**

**MOTION  
13.05.12.09**

**Moved by Councillor Moen that County Council give Bylaw 172-2009 second reading**

**Carried.**

**8.4 LUB Update**

Deputy Reeve McRann asked Ms. Jackson to update Council on the recommended changes to the draft Land Use Bylaw.

Fences 9.7.3 Remove (not concrete slabs)

Parcel size (AG District)– no change per existing draft  
Subdivisions for ‘Other Uses’ have to be pre-existing and authorized uses. Upon the discretion of the Development Authority, this clause would allow for 80 acre splits and small holdings. Administration requested that if it is not Council’s intention to allow these larger subdivisions, that Council provide direction for clarifying the Land Use Bylaw on this point.

Lot Density – (AG District) Increased lot density on poorer quality land to three (3) lots plus the balance per unsubdivided quarter section.

9.14.2 Renovations shall be completed within one year of the issuance of a development permit, or such longer time as approved in writing by the Development Authority.

Wind energy conversion systems (WECS) – The current draft LUB establishes the setback for large scale wind towers to be four times the height of the tower from a dwelling not belonging to the owner of the land on which the WECS is to be situated, unless a caveat is agreed to by the affected landowner and registered on the affected title. The setback for Small Scale (WECS) was changed from “*four times the height of the tower from the property line*” to “*at the discretion of the approving authority.*”

The Rural Commercial, Rural Industrial, Hamlet Commercial and Hamlet Industrial District discretionary uses with respect to WECS was changed to state “*Small Scale Wind Energy Conversion Systems*” as large wind farms would not be appropriate on smaller parcels.

Relocation of buildings – added requirements which are currently under manufactured homes with respect to the quality of the exterior treatment and design.

At this time Councillor Moen noted that he had been contacted by a ratepayer in his district with questions on the Land Use Bylaw. He inquired as to why there was a 15 ft setback requirement to property line when the landowner owns both parcels?

Ms. Jackson noted that the landowner may not always own both parcels. The LUB states 15.2 meter setback, and the development authority has 10% variance powers. The proposed new draft bylaw has provisions for the MPC to have 25% variance powers.

Mr. Moen also inquired as to why the setback from the top of the bank of the creek jumps from 25 feet to 75 feet (for example), versus a graduated setback? Where a depth that is only one additional foot, the setback is 50 feet greater.

Ms. Jackson commented that this is how the Land Use Bylaw currently addresses setbacks from the top of bank of creeks, however this point was valid.

Reeve Stone pointed out that we are still in the Land Use Bylaw review process and comments may be submitted to the planning department. The Public Hearing is an opportunity for further input.

Councillor McRann commented that the goal is to adopt the revised Land Use Bylaw by the end of June.

*Ms. Jackson departed from the meeting at 4:15 p.m.*

## **6.1 Community Protective Plans**

During the April 28<sup>th</sup>, 2009 Council Meeting it was requested that this item be brought back for discussion once the information requested was available.

**MOTION**

**14.05.12.09**

**Moved by Councillor McRann that County Council accept the Community Protective Plan update for information purposes only.**

**Carried.**

**6.3 J. McDonald Agreement**

**MOTION**

**15.05.12.09**

**Moved by Councillor Buck that County Council authorize Saddle Hills County to enter into a contract with J. Macdonald for recruitment of a CAO.**

**Carried.**

**7.5 Weed Inspector Appointment**

As per Section 5 of the Alberta Weed Control Act, municipal weed inspectors must be appointed by a local authority. The final weed inspector has been hired and must be appointed by County Council for the 2009 season: Chelsea Saunders.

**MOTION**

**16.05.12.09**

**Moved by Councillor Buck that County Council appoint Chelsea Saunders as a municipal weed inspector for Saddle Hills County as per the Weed Control Act for the 2009 season.**

**Carried.**

**8.1 Branding the Peace**

Reeve Stone updated Council on Branding the Peace.

**8.2 Preda – Deputy Reeve McRann**

Deputy Reeve McRann reported to Council on the PREDA meeting he attended.

**8.3 Sustainable Communities Workshop**

Reeve Stone attended a two day Sustainable Communities workshop and reported to Council.

#### **8.4 LUB Steering Committee Update**

Ms. Laurie Jackson updated Council earlier in the meeting.

#### **8.5 Housing Committee Update**

Councillor Clarke provided an update on the Committees activities. Council has withdrawn offer on house they were offering to purchase due to an unfavourable building inspection report. The Committee is looking for another house to buy and may consider some homes in Rycroft.

#### **MOTION 17.05.12.09**

**Moved by Councillor Moen that County Council accept the Committee/Board Report updates for information purposes only.**

**Carried.**

#### **9. Information Items**

1. Accounts Payable
2. News Release
3. Letter from Municipal Affairs
4. National Farmers Union
5. Alberta Health Services
6. PREDA
7. Travel Alberta
8. Thank You from Gordondale Tractor Pull
9. Thank You from Bonanza School
10. Contact
11. Alberta Sport, Recreation Parks & Wildlife Foundation
12. Nestle Waters
13. Municipal Affairs – MSI Program Changes
14. AAMD&C Response Letter to MD of Big Lakes

#### **MOTION 18.05.12.09**

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

**Carried**

#### **MOTION 19.05.12.09**

**Moved by Councillor Hubert that County Council Authorize Councillor Buck to attend the Society of Disabled Gala.**

**Carried.**

**10. ADJOURNMENT**

There being no further business Reeve Stone declared the meeting adjourned at 4:35 p.m.

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**REEVE**

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**CAO**