

**MINUTES
SADDLE HILLS COUNTY
COUNCIL MEETING
WEDNESDAY AUGUST 17, 2011**

Meeting of the Council for Saddle Hills County was held in the Council Chambers of the Saddle Hills County Administration Building on Wednesday August 17, 2011.

PRESENT:

***TIM STONE
CINDY CLARKE
BARBARA BUCK
ALVIN HUBERT
JOHN MOEN
KEN TITFORD***

***REEVE
COUNCILLOR
COUNCILLOR
COUNCILLOR
COUNCILLOR
COUNCILLOR***

DIANNE NELLIS

***CHIEF ADMINISTRATIVE
OFFICER***

JANICE MURRAY

***ACTING RECORDING
SECRETARY***

DON MACKINNON

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

ABSENT:

BRUCE JACK

COUNCILLOR

CALL TO ORDER

Reeve Stone called the meeting to order at 10.33 a.m.

Don MacKinnon, Director of Engineering and Public Works entered the Council meeting at 10:45 a.m.

2. ADOPTION OF AGENDA

The following items were added to the Agenda:

- 6.4 Bylaw 198-2011 – Dog Control Bylaw
- 6.5 Rural High Speed Internet (B)
- 7.14 2011 Scholarship Applications
- 7.15 New County Complex

MOTION

01.08.17.11

Moved by Councillor Clarke that County Council adopt the agenda for the August 17, 2011 regular meeting with the noted additions.

Carried

3. ADOPTION OF MINUTES

3.1 Council Meeting Minutes – July 20, 2011

The minutes from the July 20, 2011 regularly scheduled meeting of Council were presented for Council's review. The following corrections were noted:

MOTIONS 13.07.20.11 exclude the first Carried

Moved by Councillor Clarke that Bylaw 200-2011

~~Carried~~–Not Carried Unanimously

6.4 Central Peace Live Burn Facility – remove the second “project” from the first sentence:

Council reviewed information on the previously approved contribution to the project to develop a live burn facility in the Central Peace which ~~project~~ is being spear headed by Birch Hills County.

MOTION

02.08.17.11

Moved by Councillor Hubert that the Council minutes from the July 20th, 2011 meeting be adopted as amended.

Carried

3.2 Council Meeting Minutes – July 28, 2011

The minutes from the July 28, 2011 regularly scheduled meeting of Council were presented for Council's review.

MOTION

03.08.17.11

Moved by Councillor Buck that the Council minutes from the July 28th, 2011 meeting be adopted as presented.

Carried

4.1 Woking Playschool Society – Request for Funding

Council was presented with a request from the Woking Playschool Society for funding in the amount of \$700.00 per operational month to assist in the operations of the playschool.

Danelle Boychuk, president and Jennifer Shura, treasurer of the Woking Playschool Society entered the meeting at 10:31 a.m. to present their request.

Ms. Boychuk advised Council of the Woking Playschool operations including the hours of operation, days of operation and fees charged for the program.

Danelle Boychuk and Jennifer Shura left the meeting at 10:44 a.m.

5.1 CAO Report

The Chief Administrative Officer's report was presented to Council. The following items were discussed:

- Hosting an open house in regards to the New County Complex

MOTION

04.08.17.11

Moved by Councillor Clarke that County Council have an open house where Saddle Hills County can share the plans of the New Complex.

Carried

Administration was directed to contact the Architect to obtain a digital presentation.

Councillor Titford advised that a rate payer located 1 ½ miles west of Bonanza is volunteering land to use for the rural water project,

MOTION

05.08.17.11

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

Carried

5.2 Director of Engineering and Public Works' Report

The Director of Engineering and Public Works' written report was presented to Council. The following items were discussed:

- Gravel Haul
- Gundy Grader Beat
- Drainage Issues at Bonanza Store
- Woking Ice Rink

Administration was directed to communicate Woking Ice Rink Society that a formal request for water and sewer services was required.

Councillor Titford left the meeting at 11:15 a.m. and returned to the meeting at 11:16 a.m.

MOTION 06.08.17.11

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

Carried

6.1 Bay Tree AC/DC Lanes Project

Administration informed Council that through discussions with Alberta Transportation, they were advised that it was too late to add the Bay Tree Intersection Improvements contract to the Hwy 49 overlay contract as a Schedule because the contract had already been awarded to the successful bidder, Knelson Sand & Gravel. They also were advised that the current overlay contract is for the portion of Hwy 49 between Hwys. 719 and 725.

Discussions with Knelson Sand & Gravel have transpired and minor savings have been identified, however, nothing significant to reduce the contract to what was originally contemplated by Council during the May 31st meeting (\$1,033,800).

Council was also advised that, although it was thought that Alberta Transportation would tender an additional overlay in the area (ie., east from the BC Border to Highway 719) and that the Bay Tree Intersection project could be added together with their project (Contract A & B) it was brought to their attention that the west portion of Hwy 49 is not on the three year plan.

Administration presented several options to Council regarding the project to provide acceleration and deceleration lanes for Bay Tree, including retendering as a two part tender - a IIIb and IVb; awarding the tender as received or issuing the tender with the direction to negotiate any possible deleteable items for County forces to undertake the works.

MOTION

07.08.17.11

Moved by Councillor Clarke to go into Camera.

Carried

MOTION

08.08.17.11

Moved by Councillor Clarke to come out of Camera.

Carried

County Council recessed the meeting for lunch at 12:36 p.m. and reconvened at 1:55 p.m.

Bill Mills Construction Projects Manager entered the meeting at 1:55 p.m.

MOTION

09.08.17.11

Moved by Councillor Clarke that Administration be directed to retender the Bay Tree Intersection Improvement (Jct. Hwy 49 and RR 131 et.al.) project with the tender closing by March 1st, 2012 and that the retendered project contemplate a two part bit for either a IVb intersection improvement at RR 131 and Hwy 49.

Defeated

MOTION

10.08.17.11

Moved by Councillor Titford that County Council direct administration to award Contract No. 111-14270 for the Bay Tree Intersection Improvement (Jct. Hwy 49 and RR 131 et.al.) project to Knelson Sand & Gravel for their Tender price of \$1,303,718.20 and that the total project will be \$1,421,302 including engineering and contingency with the unbudgeted portion coming from the infrastructure reserve.

Carried

6.2 Savanna School Pedestrian Crossing

The tender results of the project to install pedestrian cross walk lights adjacent to the Savanna School between that facility and the Savanna Recreation Complex was presented to Council on July 28th, 2011. Administration had been requested bring the item back to council for more discussion.

MOTION

11.08.17.11

Moved by Councillor Clarke that Administration be authorized to negotiate the deletion of the fencing and sidewalk items from the Savanna School NW of Hwy 681 & RR 100 pedestrian crosswalk project and if successful that the

contract to install the pedestrian crosswalk signal be prepared and awarded to Highline Electrical Constructors Ltd. for up to \$142,500 and that the estimated engineering and contingency costs for the project of \$47,100 be authorized for a total project of \$189,600.

Defeated

MOTION

12.08.17.11

Moved by Councillor Hubert that the Savanna School Crossing be retendered in the spring of 2012 providing the Savanna School demonstrates satisfactorily to the County that the proposed crossing area is utilized during the 2011-2012 School year.

Carried

6.3 Sand and Salt Shed for Bonanza Field Shop

Council was presented with additional information regarding costs to provide salt and sanding operations on Saddle Hills County roads during the 2010-2011 winter season. Costs to construct a Sand and Salt Storage Shed at the Bonanza Field Operations Shop were initially presented at the July 28, 2011 Special Council meeting.

Council was given information on the perceived cost savings to have the product available at the Bonanza Field Shop to have the plow truck dispatched from there rather than Spirit River to de-ice paved roads Twp Rd 801, RR 131, RR 115, RR 102 and RR 84 – roughly 20 miles. Council was also advised that while Ledcor supplied the product in the past for a fee, there was no guarantee that such a service would continue.

MOTION

13.08.17.11

Moved by Councillor Clarke that the County Council direct administration to proceed with detailed cost estimate preparation and construction scheduling to complete an 80ft wide and 108 ft long Peaked Roof over Engineered Steel Truss building with corresponding lock block foundation and heavy duty asphaltic concrete pavement at total project cost of \$280,225 + GST at the Bonanza Field Operations Shop, subject to confirmation of a detailed cost estimate.

Carried

6.4 Bylaw 199-2011 – Dog Control Bylaw

Bylaw 199 -2011 was presented at the July 20th, 2011 meeting. It received first and second readings, however, did not receive unanimous consent to consider third reading.

Bylaw 199-2011 was presented for third and final reading.

MOTION

14.08.17.11

Moved by Councillor Buck that Bylaw 199-2011 be read a third and final time and finally be passed.

Carried

6.5 Rural High Speed Internet

Discussion was held regarding the provision of high speed internet services for the residents of Saddle Hills County.

MOTION

15.08.17.11

Moved by Councillor Hubert that County Council put on hold any further efforts towards the project with AB North.com for providing high speed internet service to its residents until such time as Service Alberta has had an opportunity to provide the County with any information regarding their Final Mile Broadband Initiative project to provide internet service in hard to serve areas of Alberta.

Carried

7.1 2011 Tax Sale Date

Council was advised that a tax sale date is no longer needed due to the overdue taxes being paid in full.

7.2 October 26, 2011 Tax Sale Terms & Conditions

Council tax arrears on tax roll 063703 (Pt, NW 23-81-8-W6) had been paid in full and therefore a reserve bid for the proposed tax sale was no longer required.

7.3 Funding of New Municipal Complex

Council was advised that the 2011 budget included an expenditure of \$265,500 for the Architectural fees for the new municipal complex. It was noted that a portion of the budget had been used to pay for the land purchase for the new complex.

Administration estimated that additional expenses are anticipated to be incurred in 2011 including but not necessarily limited to site testing, site development, services installation and road construction on the west side of the property.

Council was advised that since the expenditures were unbudgeted, as per the Municipal Government Act, a motion was required to direct incurring the expenditures as well as from where the funds were to be obtained.

Administration was requesting funds of \$500,000 to be transferred from reserves.

MOTION

16.08.17.11

Moved by Councillor Titford that County Council authorize the transfer of \$500,000 from the Facilities Reserve for additional expenditures anticipated in 2011 for the new County Complex project.

Carried

7.4 July 2011 Statement of Revenues and Expenditures

The Statement of Revenues and Expenditures for July 31, 2011 was presented for Council's review

MOTION

17.08.17.11

Moved by Councillor Moen that County Council receives the information for the July, 2011 Statement of Revenues and Expenditures

Carried

7.5 Provincial Highway Paving Contribution for Highway 677

Council was advised that notification of the County's share of the Base Course and Paving of Highway 677 which was completed in 2010 had now been received. At the time of approving the 2011 budget, the value of the said budget item was unknown. Administration requested transfer of sufficient funds from the Provincial Highway Paving Reserve to pay said invoice.

MOTION

18.08.17.11

Moved by Councillor Titford that County Council authorize the transfer of funds from the Provincial Highway Paving Reserve in the amount of \$2,919,633.72 to permit payment for 50% cost sharing of base course and paving of Highway 677, as per Agreement with Alberta Transportation.

Carried

Laurie Jackson, Manager of Planning & IT Services and Cheryl Dwernychuk, Assistant Development Officer entered the meeting at 2:45 p.m.

7.6 3-AM-11 Application to Amend Land Use Bylaw

Council was advised that the County has now received an application from the Doe River Hutterite Colony to amend the Land Use Bylaw to provide for a way to develop housing for the colony. Council was advised that the Land Use Bylaw currently does not have any provisions for the type of housing which the colony is proposing to develop. The Municipal Planning Commission at their April 12, 2011 meeting had deemed cluster farm dwellings (as in colony development), **not** to be similar in character or purpose to existing uses in the Agriculture District which requires an amendment to the Land Use Bylaw if the same is to be considered.

Bylaw 202-2011 has been drafted to incorporate a definition which would accommodate the housing for colony development. It also incorporates this definition as a discretionary use in the Agricultural (A) District.

**MOTION
19.08.17.11**

Moved by Councillor Hubert that County Council gives Bylaw 202-2011 first reading and that County Council schedule a public hearing regarding Rezoning Bylaw 202-2011 for September 13, 2011 at 1:30 p.m.

Carried

7.7 Application to Amend Land Use Bylaw – Rezoning

Council was advised that an application has been received to rezone 138.8 acres from Crown District to Rural Industrial District. The lands are located on the East half of Section 31-78-11-W6M and the West half of Section 32-78-11-W6M.

Secure Energy has applied to rezone the lands for the purpose of establishing and operating a Class II Oilfield Landfill for the secure disposal of non-hazardous oilfield solid wastes generated by the petroleum industry.

**MOTION
20.08.17.11**

Moved by Councillor Buck that County Council give Bylaw 201-2011, for the rezoning of the East half of Section 31-78-11-W6 and West half of Section 32-78-11-W6 from a Crown District to a Rural Industrial District, first reading and that County Council schedule a public hearing regarding Bylaw 201-2011 for September 13, 2011 at 1:30 p.m.

Carried

Laurie Jackson, Manager of Planning & IT Services and Cheryl Dwernychuk, Assistant Development Officer left the meeting at 2:45 p.m.

Councillor Titford left the meeting at 2:55 p.m. and returned to the meeting at 2:57 p.m.

7.8 CN Rail Proposed Discontinuance of Rail Line – Rycroft to Wanham

Northern Sunrise County is requesting Saddle Hills County's response to the discontinuation of the CN Rail that runs between Wanham and Rycroft.

**MOTION
21.08.17.11**

Moved by Councillor Clarke that a letter be sent to Northern Sunrise County advising of Saddle Hills County's support for action to be taken regarding the proposal to convene a meeting of Central and North Peace municipalities to discuss the notification of the discontinuance of the rail line from Rycroft to Wanham and to advise that the said rail line is located within the Municipal District of Spirit River and Birch Hills County.

Carried

Councillor Hubert left the meeting at 3:01 p.m. and returned to the meeting at 3:02 p.m.

7.9 Central Peace Seniors' Housing Society

Council was presented a copy of a letter received from Central Peace Seniors' Housing Society setting out the history of the Society and what their function was. An audience with the five Central Peace municipalities at the upcoming fall meeting was being sought. Council was also advised of their request for a letter of support for the construction of more accommodation and care facilities for seniors.

**MOTION
22.08.17.11**

Moved by Councillor Titford that County Council supports having Central Peace Seniors' Housing Society placed on the G5 Joint Municipalities next meeting Agenda as a delegation, on the understanding that the group is invited for information purposes only and that the group is advised that the G5 is not a decision making body.

Carried

Brian Ballard, Regional/Fire Disaster Services Manager entered the meeting at 3:02 p.m.

7.10 Fireworks Permission Bylaw

Council was advised that Bylaw 189-2010, Fireworks Permission Bylaw, had received 1st reading on October 27th, 2010. Circulation of information regarding the proposed bylaw had been undertaken for the past 9 months with no comments being received.

Bylaw 189-2010, was presented for a second reading.

**MOTION
23.08.17.11**

Moved by Councillor Clarke that Bylaw 189-2010, the Fireworks Permission Bylaw, be read a second time.

Carried

**MOTION
24.08.17.11**

Moved by Councillor Clarke that County Council give Bylaw 189-2011 third and final reading.

Tied Vote, Motion Deemed Defeated

Councillor Titford left the meeting at 3:14 p.m. and returned to the meeting at 3:16 p.m.

CAO Nellis advised Council that the Fire Works Bylaw would have to be redrafted and the public process commenced once again since it was a requirement pursuant to legislation that municipalities either regulate the discharge of fireworks or ban discharge of fireworks. Reeve Stone advised Council that a motion to reconsider third reading could be brought forward.

**MOTION
25.08.17.11**

Moved by Councillor Hubert that the motion to read Bylaw 189-2011, the Fire Works Bylaw, a third and final time be reconsidered.

Carried

**MOTION
26.08.17.11**

Moved by Councillor Clarke that County Council give Bylaw 189-2010, the Fire Works Bylaw, third and final reading.

Carried

Administration was directed to prepare a resolution to be presented to the Alberta Association of Municipal Districts and Counties to request the Province to review the requirement for municipalities to regulate fireworks.

Brian Ballard, Regional/Fire Disaster Services Manager left the meeting at 3:20 p.m.

7.11 RR80 Road Re-instatement Issues and Recommended Action

Council was presented information regarding RR80 between Northmark Road and Westmark Road being closed since the road washed out during the June 24 to 26, 2011 intense rainfall. It was noted that the road alignment, both horizontal and vertical is not ideal but the low volume of traffic that uses the road complicates an optimum solution with Alberta Transportation. A proposal to install a temporary bridge (15m long) as a short-term solution was made to Council by Administration. The estimated cost of such temporary measures to reinstate the road was advised to be \$75,000.00.

A forestry bridge was presented as a possible long term solution; however, it needed approval by Alberta Transportation if GAP funding was being sought.

**MOTION
27.08.17.11**

Moved by Councillor Moen that County Council authorize the short term emergency road re-instatement option for Administration to install the Saddle Hills County 15m portable bridge at the RR 80 – Burnt River crossing (W/SW 19-76-7-W6) location, by placing and compacting available fill, creating a pad of gravel to support concrete lock blocks that will result in suitable support of the portable bridge a minimum height of 4 metres above the base of the Burnt River Crossing, at an estimated cost of \$75,000.00 to be taken from the Emergency Reserve, and that a speed reduction zone be approved and posted at 50kpm an appropriate distance on both approaches to the crossing.

Carried

**MOTION
28.08.17.11**

Moved by Councillor Hubert that Administration be directed to develop a long term solution to the RR 80 – Burnt River crossing (W/SW 19-76-7-W6) location working with Alberta Transportation and Alberta Environment to evaluate available funding sources and bring back to Council a report and recommendation.

Carried

7.12 Gundy Grader Beat Contract Award

Council was advised that the Gundy Grader Contract was advertised and closed on July 29th, 2011 with two bids being received, Neumann Enterprises Ltd. and Hartech Products North Ltd., however, the Neumann Enterprises Ltd. was disallowed because it did not meet the specifications noted in the tender call.

Council was further advised that Hartech Products North Ltd. had provided subcontracted services through Neumann Enterprises Ltd. when they had equipment problems in late spring/early summer. Administration was very satisfied with the services provided and recommended awarding the contract to the low qualified bidder.

Council was advised that the rates of the bids were – Hartech Products North Ltd. \$152.00 per hour and that the bid was in line with the Alberta Road Builders Association equipment rates book for the said piece of equipment.

**MOTION
29.08.17.11**

Moved by Councillor Clarke that the County Council direct Administration to enter into a one year contract with Hartech Products North Ltd. for the provision of road maintenance services for the Gundy area for the rate bid by the contractor with the provision that the contract have the option to be extended for an additional year based on the satisfaction of delivery of services and both parties agreeing to extend the contract.

Carried

Councillor Clarke left meeting at 3:58 p.m. and returned to the meeting at 3:59 p.m.

7.13 Cotillion Park Road – Detailed Design, Tender Documents, QA Testing & Inspection Contract Award

Council was presented the information regarding the request for Expression of Interest for the Cotillion Park Road detailed design, tender documents preparation and QA Testing & Inspection Contract Ward.

**MOTION
30.08.17.11**

Moved by Councillor Hubert that the County Council direct administration to award Genivar the Cotillion Park Road – Detailed Design, Tender Documents, QA Testing & Inspection Contract subject to their submission of a favourable upset price for the total project engineering (either as a dollar value or as a percentage of the total project cost) so the detailed design can proceed immediately.

Carried

7.14 2011 Scholarship Applications

Saddle Hills County received 6 applications and has two \$1750 scholarships available to award. Council previously reviewed the applications and made a determination on the recipient winners of the Scholarships.

MOTION
31.08.17.11

Moved by Councillor Clarke that Jaclyn Yanishewski and Craig Rogers be awarded the 2011 Saddle Hills County Scholarship.

Carried

Delegation on Woking Playschool Society – Request for Funding

Council was presented with information regarding a request from the Woking Playschool Society for funding to assist in the operations of the playschool in the amount of \$700.00 per operational month.

MOTION
32.08.17.11

Moved by Councillor Clarke that County Council support the Woking Playschool Society's request for financial assistance of \$700 / operational month for their 2011-2012 9 month program.

Carried

7.15 New County Complex

Council was advised that the Building Committee met with John Murray Architect to discuss the site plan and building design. Council was presented both the proposed site plan and a building design for the Administration Building.

Councillor Titford departed the meeting at 4:55 p.m.

MOTION
33.08.17.11

Moved by Councillor Hubert that County Council approve the propose site plan for the County Complex to be located on NW-9-79-8-W6M and add the water and sewer locations.

Carried

Councillor Moen departed the meeting at 5:17 p.m.

9. Information Items

- 9.1 Accounts Payable**
- 9.2 Contact Newsletters**
- 9.3 Central Peace Health Complex Invitation**
- 9.4 Do It Better Newsletter**
- 9.5 Mackenzie Municipal Services Agency Seminar**
- 9.6 Minister Letter – TRAVIS**
- 9.7 Perspective Newsletter**
- 9.8 Bursary Partnership Program Letter**
- 9.9 Communities in Bloom – Thank you**
- 9.10 AEMA – Letter – Disaster Recovery Program**
- 9.11 NADC – Rural Physician Action Plan**
- 9.12 Minister Letter – Alberta Arts Days**
- 9.13 FCM News**
- 9.14 Alberta Land Trust Alliance – Bulletin**
- 9.15 Bay Tree School Reunion Committee – Thank you**
- 9.16 Enabling Accessibility Fund 2011**
- 9.17 Alberta Recycling Conference**
- 9.18 Minister Letter – Host 2014 Alberta Summer Games**

**MOTION
34.08.17.11**

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

Carried

10. ADJOURNMENT

There being no further business Reeve Stone declared the meeting adjourned at 5:30 p.m.

REEVE

CAO