

**MINUTES  
SADDLE HILLS COUNTY  
COUNCIL MEETING  
TUESDAY JUNE 28, 2011**

*Meeting of the Council for Saddle Hills County was held in the Council Chambers of the Saddle Hills County Administration Building on Tuesday June 28, 2011.*

**PRESENT:**

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

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

***DIANNE NELLIS***

***CHIEFADMINISTRATIVE  
OFFICER***

***KRISTEN YANISHEWSKI***

***ACTING RECORDING  
SECRETARY***

***DON MACKINNON***

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

**ABSENT:**

**CALL TO ORDER**

Reeve Stone called the meeting to order at 10:50 a.m.

*Don MacKinnon, Director of Engineering and Public Works entered the Council meeting at 10:50 a.m.*

**2. ADOPTION OF AGENDA**

**MOTION  
01.06.28.11**

**Moved by Councillor Hubert that County Council adopt the agenda for the June 28, 2011 regular meeting with the noted additions.**

**Carried**

### **3. ADOPTION OF MINUTES**

#### **3.1 Council Meeting Minutes – June 14, 2011**

The minutes from the June 14, 2011 regularly scheduled meeting of Council were presented for Council's review. The following corrections were noted:

Correction of May 31<sup>st</sup>, 2011 adoption of minutes regarding Motion 07.05.31.11 should say *authorize the construction*

Correction to Motion 04.06.14.11 – add “s” to building

Moved by Councillor Clarke that County Council authorize Administration to award the new phone system contract for Saddle Hills County Administration and Public Works buildings to PhoneCo Inc. at the low bid price of \$26,830.00 plus GST.

Correction to the time Brian Ballard entered the meeting from 12:31 p.m. to **1:31 p.m.**

Correction to the time Brian Ballard left the meeting from 12:31 p.m. to **1:40 p.m.**

Correction to item 7.5 insert “between” before “section SE 30”

Presented to Council is a request to lease road allowance **between** section SE 30 and SW 29-79-12-W6 for consideration.

Correction to item 7.6 delete “County” and insert “Council”

Administration reported to Council on road allowance closure bylaws that had been discussed previously. The list of road closure bylaws which had been passed for the purpose of leasing allowances for which no leases currently exist was reviewed in detail by ~~County~~ **Council**. Information pertaining to Bylaws 7-1995; 10-1995; 23-1995; 36-1995; 56-1996; 59-1996 and 62-1997.

Correction to MOTION 17.06.14.11 change “adopts” to “adopt”

Moved by Councillor Clarke that County Council **adopts** the Ditch Cleaning Policy PW27 as amended

Correction prior to item 7.11 – insert “of the” after “stepped out”

*Councillor Titford stepped out **of the** Council meeting at 2:53 p.m.*

Correction to MOTION 20.06.14.11 – change reprise” to “comprise”

Moved by Councillor Clarke that County council establish a Building committee ~~reprised~~ **comprised** of 3 Councillors, the CAO and Director of Engineering and Public Works.

Correction to MOTION 21.06.14.11 insert the word “of” after “purchase”

Moved by Councillor Jack that County Council authorize the Building Committee to negotiate for the purchase **of** land for a new County Complex within the parameters set by Council for the price and location discussed during the In Camera session.

Correction to MOTION 22.06.14.11 to add “s” to Councillor

Moved by Councillor Hubert that County Council appoint Councillors Titford, Clarke and Jack as the Council members to the Building Committee.

**MOTION  
02.06.28.11**

**Moved by Councillor Clarke that the Council minutes from the June 14, 2011 meeting be adopted as amended.**

**Carried**

*Brice Daly, from Alberta Emergency Management Services, entered the council meeting at 11:07 am.*

**5.1 CAO Report**

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

- Rescheduling the Volunteer Appreciation BBQ for August 26<sup>th</sup> at Moonshine Lake and that an alternate location be the Gordondale Hall if Moonshine Lake is unavailable.
- Staff Appreciation is on July 15<sup>th</sup> , 2011
- AB North Internet Report
- Cardboard Recycling request by the Town of Spirit River

**MOTION  
03.06.28.11**

**Moved by Councillor Clarke that County Council reschedule the Volunteer Appreciation BBQ to August 26, 2011 at the Moonshine Lake Provincial Park and have an alternate location of the Gordondale Hall if the group use area is unavailable.**

**Carried.**

**MOTION**

**04.06.28.11**

**Moved by Councillor Buck that at no additional cost to the County and as a way to promote regional collaboration Council authorize the use of the County's cardboard recycling bins by residents and businesses from the Town of Spirit River.**

**MOTION**

**05.06.28.11**

**Moved by Councillor Clarke that County Council accept the Chief Administrative Officer's 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:

- Road Bans are at 75% as of Monday morning with 50% on the two roads that were constructed last year.
- 50% road bans on all gravel roads during flood and recovery conditions
- Hire policy for equipment
- Range Road 80
- Collaboration of telephone, radio and internet communication for future similar flood and water issues
- Culverts under secondary highway 719
- Braden's crossing
- Pilsworth road problems will be covered under contractual deficiencies.

Brice Daly represented Alberta Emergency Management Services and updated Council on the extent of the June 23 – 26<sup>th</sup>, 2011 storm damage in the Central Peace area and advised of the possibility to apply for Disaster Recovery funding through AEMA. He advised that Saddle Hills County had received the most rainfall of all the area with some parts receiving up to 9 1/2 inches.

**MOTION**

**06.06.28.11**

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

**Carried**

*Brice Daly departed the Council meeting at 11:58 am.*

*Glenda Farnden, from STARS Foundation, entered the Council meeting at 11:58 a.m.*

#### **4.1 STARS Foundation Contribution Presentation**

Reeve Stone presented Glenda Farnden with a cheque in the amount of \$150,000 representing Saddle Hills County's 2011 contribution to STARS Foundation's annual operating expenses. In appreciation for the years of support to STARS Foundation, Glenda Farnden presented Saddle Hills County with a framed picture.

*Glenda Farnden, from STARS Foundation, departed the Council meeting at 12:04 p.m.*

*Council recessed the regularly scheduled meeting at 12:04 p.m. and reconvened at 1:17 p.m.*

*Laurie Jackson, Manager of IT and Planning, entered the Council meeting at 1:17 p.m.*

Ms. Jackson assisted Mr. MacKinnon, Director of Engineering and Public Works in his presentation of the mapped information relating to the flood experienced June 23<sup>rd</sup> through 26<sup>th</sup>, 2011.

*Council recessed the regularly scheduled Council Meeting at 1:32 p.m. to hold a public hearing. Cheryl Dwernychuk, Assistant Development Officer, and Gordon Hardy, Assessment Advisor, along with Wendy Kettner, Andy Shwetz, Shawn Inkster, and Tyler Kosick attended the public hearing.*

#### **4.2 Public Hearing – Land Use Bylaw Rezoning**

The public hearing was called to order at 1:32.

Those present were briefed on the application to amend County Land Use Bylaw 173-2009 in regards to part of SW 23-78-13-W6, Application 1-AM-11 – Kosick Holdings Inc.

Members of the general public who were present for the Public Hearing were:

- Wendy Kettner
- Andy Shwetz
- Shawn Inkster
- Tyler Kosick

The following points were discussed:

- Ms. Dwernychuk provided a written submission received from Andy Schwetz that had been received prior to the hearing and indicated that the

same was to replace the information submitted by Mr. Schwetz that was in the Council Agenda. She reviewed information contained in the Council Agenda package. She advised that the proposal is to redesignate approximately 12 acres of land in SW 33-78-13-W6 from an Agricultural District to a Rural Industrial District. The proposed use of the site will be for a transportation terminal for 3 – 5 trucks. The applicant has indicated to the County that the said trucks will be leaving the site daily, returning late in the day. In five years, future increase in density could see up to 10 trucks operating from the subject local. There has been a 75 meter stripe recommended as a buffer between the proposed site and the adjacent land owner to the north.

Ms. Dwernychuk advised that the land is currently designated as Agriculture and the proposed use is neither a permitted use nor a discretionary use, therefore redesignating the lands to Rural Industrial would be the correct land use designation for a transportation terminal

Ms. Dwernychuk advised that the Bay Tree Area Structure Plan indicates that industrial uses should be located close to pavement, or highways or arterial collector roads which the application does. She also noted that the Municipal Development Plan, The Bay Tree Area Structure Plan and the Land Use Bylaw all require that better agricultural lands, being those rated at 28% or greater be protected for agricultural purposes. She advised that the subject quarter contains lands rated at 23% and 30% with the subject site being 25% which qualifies the lands for development other than Agriculture. Alberta Transportation has been notified of the proposed use and they have commented on the same; their comments were included in the Council package presented to Council. She noted that a roadside development permit will be required from Alberta Transportation.

Ms. Dwernychuk advised of written comments received from area landowners including Mike McRann; Jennifer Sutherland; Wayne and Wendy Kettner; Andy and Shawnalee Shwetz; Glen and Becky Herman. Council received the package of written comments at the commencement of the hearing. Aerial photos of the area were presented by Ms. Dwernychuk and reviewed for those present at the hearing. Photographs of the area showing the scene from the roadway (RR 134) looking each direction from the proposed site were presented. Information was presented of the industrial uses that are in close proximity to the proposed amendment lands including a sawmill and a landscaping operation.

Ms. Dwernychuk reviewed the written submissions received from the Government of Alberta, Saddle Hills County Public Works' department , and Central Peace Natural Gas Co-op.

Tyler Kosick, from TCL Holdings presented information. He advised that his family has owned the lands for 20 years and has farmed them. He confirmed that the adjacent land owner to the north was mistaken in that they were not intending to rezone the entire quarter, only the proposed 12.51 acres more or less and that he had discussions with his neighbour to clarify that. Mr. Kosick indicated that the actual foot print of the operation was approximately five acres and that discussions had been held with Bill Mills of the County in regards to the road as well as approach issues. He advised that his operation will commence at approximately 7:00 a.m. and typically run until 5:00 – 7:00 p.m., however, hours are dependent on issues they face in their business and possibly road bans. He confirmed that their operation will commence with 3 to 5 trucks and possibly expand to a ten truck operation. He advised of his current operation in the Fort St. John area where he operates a family business of 22 trucks and equipment. The trucks and equipment are used in the oil and gas service industry.

Andy Shwetz addressed Council. He identified himself as the nearby neighbour to the north and voiced concerns on having a neighboring industrial establishment next door. He expressed concerns that the location was close to his property and the 75 meter buffer would not provide a lot of separation between the residential use and the industrial use. He expressed concern that the proposed industrial development would devalue his property. Mr. Shwetz advised that he has been dealing on purchasing his property for a year and had just solidified the purchase. He was not aware that the property adjacent to him could become an industrial site. He commented that Mr. Inkster resided miles away from the proposed industrial site, not next door like his property. He expressed concern with having to look at an industrial shop and commented that trees would not provide enough of a buffer. The site will be operated year round so they get no break from the trucks coming and going. He commented that there would be garbage issues as well. Mr. Shwetz was asked if moving the location south providing a 200m buffer would be acceptable.

Shawn Inkster advised that he is a resident in the area and has been for 14 years. He advised that he will be managing the proposed operation. He advised Council of the water drainage direction across the subject quarter. Mr. Inkster advised that Kosicks talked to him about managing their company and setting up a business in Alberta on their lands in the Bay Tree area. They were wanting their business to have highway frontage exposure which the subject property provides. He advised that he is a share holder in the company.

Wendy Kettner addressed Council. She advised that she owns property in the area (North across Hwy. 49) and is a residential/business owner. Her

property is home based and she is local to the area. She is not trying to get bigger. She commented that they hire local and support local businesses. Ms. Kettner has concerns with the idea of a non-resident business and their possibility of expansion. She expressed concerns that the proposal would be the first of many similar businesses that may come into the area.

Tyler Kosick confirmed that they were wanting a local presence and have hired Shawn Inkster to run their operation to be located on the proposed site. He noted that the lands have been in his family for 20 years. He commented that they had been looking for someone local who supported the community to represent their business. They had approached Haltech some time ago, however, due to the need for water and sewer for their site, they have decided not to further subdivide their lands.

The issue of moving the proposed rezoning south 200 meters was discussed by Mr. Shwetz and Mr. Kosick through the Chair.

*The public hearing was called closed at 2:32 p.m. and Laurie Jackson, Manager of Planning and IT Services, Cheryl Dwernychuk, Assistant Development Officer, Gordon Hardy, Assessment Advisor, along with Wendy Kettner, Andy Shwetz, Shawn Inkster, and Tyler Kosick departed the Council meeting at 2:32 pm.*

*Council reconvened the regularly scheduled Council meeting at 2:32 p.m.*

### **7.1 Conceptual Rural Water Potable Water Supplies**

Presented to Council was information on two potential rural water wupply projects. One location is an additional water reservoir (dugout) at the Bonanza Field Operations Shop on RR 115 and one location is the development of three reservoirs potentially in the vicinity of Twp Rd 784 and RR 134. Discussion continued on determining appropriate locations for water retention locations.

#### **MOTION 07.06.28.11**

**Moved by Councillor Clarke that County Council direct Administration to prepare information for further development of potential potable water supply and truck-fill distribution depots at the Bonanza Field Operations Shop; in vicinity of Twp. Rd. 784 and RR 134 and a location in the east-central location of the County near the Hamelin watershed.**

**Carried**

**7.2 Bridge File No. 79258 (Silver Valley)**

Presented to Council was a report on the proposed bridge replacement at SW 28-81-11-W6th, being Bridge File 79258.

**MOTION  
08.06.28.11**

**Moved by Councillor Hubert that, subject to approval by Alberta Transportation, County Council direct administration to award the bridge replacement project Bridge File No 79258 (SW 28-81-11-W6) to Forest Trotter Ltd for their bid price of \$347,450 + GST, with total project costs, including engineering and contingency, being \$476,899.00 + GST, and to enter into a contract for said works.**

**Carried**

**7.3 Engineering Services Procurement**

Presented to Council was information on a proposal to select a consulting engineer for two scheduled capital projects for 2012.

**MOTION  
09.06.28.11**

**Moved by Councillor Buck that County Council direct administration to invite suitable engineering firms to submit their methodology/approach to develop the RR 120 Cotillion Park Road Base Pave project and grant submission documents and the Working Infrastructure Improvement Project and allow staff to award the engineering work to the firm that demonstrates best capabilities to meet the needs of Saddle Hills County, taking into consideration their fee structures and anticipated upset budget costs estimates.**

**Carried**

**7.4 SDAB Chairperson**

Council was advised that the Subdivision and Development Appeal Board did not have a Chairman and according to County Bylaw 158-2007, Council was to appoint the Chairperson. They were advised that there is an upcoming appeal hearing and Administration requested that the Chairperson and Alternate Chairperson be appointed.

**MOTION  
10.06.28.11**

**Moved by Councillor Titford that in accordance with County By-law 158-2007, that Councillor Hubert be appointed as Chairperson of the Subdivision**

**and Development Appeal Board and that Councillor Clarke be appointed as the Alternate Chairperson.**

**Carried**

**7.5 Request for Donation for Silent Auction**

Council was presented with a request from the Rycroft Agricultural Society for a donation to their fund raising efforts to make improvements to their track.

**MOTION  
11.06.28.11**

**Moved by Councillor Hubert that Saddle Hills County donate up to \$200.00 worth of promotional items to the Rycroft Agricultural Society's annual race event silent auction fundraiser being held July 9<sup>th</sup> – 10<sup>th</sup>, 2011.**

**Carried**

**7.6 Extra Summer Water Usage for Woking**

Presented to Council was a request from the Woking Communities In Bloom group for consideration of up to 1000 extra litres of water at no charge for Woking water account users to help beautify properties.

**MOTION  
12.06.28.11**

**Moved by Councillor Moen that County Council authorize Woking water user accounts to obtain up to an additional 1000 litres of water for the month of July, 2011 at no extra cost for the purpose of yard beautifying in the Hamlet of Woking.**

**Carried**

**7.7 Bylaw 200-2011 Rescinding Road Closure Bylaws**

Council was presented Bylaw 200-2011 for the purpose of rescinding bylaws 7-1995; 10-1995;23-1995; 56-1995; 59-1996; and 62-1996. Rescinding the subject bylaws will essentially re-open the subject statutory road allowances.

**MOTION  
13.06.28.11**

**Moved by Councillor Hubert that County Council give Bylaw 200-2011 first reading for the purpose of rescinding Bylaws 7-1995; 10-1995;23-1995; 56-1995; 59-1996; and 62-1996 and re-opening road allowances previously closed by said bylaws.**

**Carried**

**MOTION**

**14.06.28.11**

**Moved by Councillor Jack that County Council give Bylaw 200-2011 second reading.**

**Carried**

**MOTION**

**15.06.28.11**

**Moved by Councillor Clark that County Council consent to five Bylaw 200-2011 third and final reading.**

**Motion not Carried Unanimously  
Motion Deemed Defeated**

**7.8 Peace Library System Rate Increase**

Presented to Council was information from the Peace Library System notifying of a \$1.00 per capita increase to the municipal fees to take effect 2012 and be phased over three years to 2014.

**MOTION**

**16.06.28.11**

**Moved by Councillor Clarke that administration send a letter to Peace Library System advising that Saddle Hills County approves the proposed \$1.00 per capita increase to be phased as follows: \$5.00 per capita - \$.50 increase for 2012; \$5.30 per capita - \$.30 increase for 2013 and \$5.50 per capita - \$.20 increase for 2014.**

**Carried**

**7.9 Camp WaNa Go Support**

Presented to Council was a funding request from Central Peace FCSS regarding Camp WaNa Go being put on in the summer months.

**MOTION**

**17.06.28.11**

**Moved by Councillor Hubert that Saddle Hills County support the financial request of Central Peace FCSS, Camp WaNa Go by donating \$2500.00 with funding to come from FCSS funds.**

**Carried**

#### **4.2 Application to Amend Land Use Bylaw - Rezoning**

Bylaw 198-2011, being an amendment to the Land Use Bylaw to rezone 12.51 acres more or less in SW 33-78-11-W6M from an Agriculture District to a Rural Industrial (RI) District was given first reading on May 31, 2011. A public hearing regarding the proposed rezoning was scheduled and held on June 28, 2011 at 1:30pm. Council was briefed that the applicant intends to rezone the lands for the purpose of developing a transportation terminal for trucks.

#### **MOTION**

**18.06.28.11**

**Moved by Councillor Hubert to Amend Bylaw 198-2011 Schedule 'A' to reflect a 200m buffer zone between the South boundary of NW-33-78-13-W6 and the North boundary of the rezoning area of SW 33-78-13-W6.**

**Carried**

*Councillor Buck and Chief Administrative Officer, Dianne Nellis, departed the meeting at 4:22 pm.*

*Councillor Buck re-entered the meeting at 4:26 pm.*

#### **8.1 Councillor Round Table**

County Councillors provided verbal reporting on various topics for information purposes only.

#### **MOTION**

**19.06.28.11**

**Moved by Councillor Clarke that County Council draft a letter to the Honourable Jack Hayden, Minister of Agriculture in regards to the water initiatives and the lack of information that has been provided to municipalities.**

**Carried**

*Chief Administrative Officer, Dianne Nellis, re- entered the meeting at 4:28 pm.*

Bylaw 198-2011 was reintroduced for second reading.

#### **MOTION**

**20.06.28.11**

**Moved by Councillor Buck that County Council give Bylaw 198-2011 second reading with the amended Schedule "A".**

**Carried**

**MOTION**

**21.06.28.11**

**Moved by Councillor Clarke that County Council accept the Council verbal reports for information purposes only.**

**Carried**

**9. Information Items**

- 1 Accounts Payable
- 2 Contact (assorted material)
- 3 NADC Communique
- 4 Thank You from Spirit River Settlement Historical Society
- 5 Communities in Bloom Judging

**MOTION**

**22.06.28.11**

**Moved by Councillor Clarke 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 4:37 p.m.

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**REEVE**

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**CAO**