



County of Grande Prairie No. 1

December 21, 2015 Council Meeting

Meeting Type : Regular Council Meeting

Date : Monday, December 21, 2015

Start time : 10:00 AM

Location : County of Grande Prairie No. 1 Administration Building

Minutes

ATTENDANCE

Present were:

1. Reeve

- Leanne Beaupre

2. Deputy Reeve

- Ross Sutherland

3. Council

- Corey Beck
- Daryl Beeston
- Richard Harpe
- Peter Harris
- Bob Marshall
- Brock Smith

4. Chief Administrative Officer

- Bill Rogan

5. Directors

- Arlen Miller
- Dale Van Volkingburgh
- Nick Lapp (at 10:22 a.m.)
- Dan Sieben - Acting Director of Corporate Services

6. Manager of Legislative Services

- Sheryle Runhart

Absent:

3. Council

- Harold Bulford
- Richard Harpe

5. Directors

- Dawn Sauvé

CALL TO ORDER AND QUORUM

The meeting was called to order at 9:59 a.m. with the singing of O'Canada.

Presentation

Mayor Chris Turnmire presented a token of appreciation to County Council

from Town of Wembley
(RECOGNITIONS AND INTRODUCTIONS)
(Issue #20151125004)

for their funding and continued support to the Philip J. Currie Dinosaur Museum.

Mayor Turnmire thanked the County and presented a photo print of the museum. A photo was taken with Mayor Turnmire and County Council.

Employee Introductions - Regional Enforcement
(RECOGNITIONS AND INTRODUCTIONS)
(Issue #20151208001)

Stuart Rempel, Manager of Enforcement Services introduced the following new staff members:

- Administration Unit: Deborah Durban started September 21st and Kim White starts December 21st; and
- Enhanced Policing Unit: Cpl. Christina Wilkins started December 18th and Cst. Alex Holdway started October 4th.

Chief Superintendent Brenda Lucki, District Commander for the Western Alberta District of the RCMP, introduced Grande Prairie RCMP Officer in Charge - Grande Prairie/Beaverlodge Detachment: Supt. John Ferguson who started on December 10th replacing Ray Noble who retired earlier this year. RCMP Western Alberta District Operations Support Officer, Craig Peterson, was also introduced.

Council welcomed the new enforcement members to the County of Grande Prairie and thanked the RCMP members for their hard work.

ADOPTION OF AGENDA

Resolution #CM20151221.1001

MOVED by B. MARSHALL that the agenda for the December 21, 2015 Council Meeting (2015/12/21) be approved with addition as presented:

- In Camera - Legal, added by CAO, Bill Rogan.

Carried

MINUTES APPROVAL

Resolution #CM20151221.1002

MOVED by P. HARRIS that the minutes for November 23, 2015 Council Meeting (2015/11/23) be approved as presented.

Carried

Resolution #CM20151221.1003

MOVED by R. SUTHERLAND that the minutes for November 30, 2015 Council Meeting (2015/11/30) be approved as presented.

Carried

Resolution #CM20151221.1004

MOVED by B. MARSHALL that the minutes for December 7, 2015 Council Meeting (2015/12/07) be approved as presented.

Carried

Bylaw #3036 - Borrowing Bylaw
(BYLAWS)
(Issue #20151208005)

Dan Sieben, Manager of Financial Services, noted that Administration drafts a Borrowing Bylaw every year in the event a situation arises where the County may need to borrow for operating cash flow. In the last several years, we have been fortunate and have not needed to borrow funds. Administration requests to have Bylaw #3036 in place if cash is limited during the months of April and May until the tax revenue is received. It is recommended by Administration that Borrowing Bylaw #3036 for short term operational expenditures be approved by Council with all three readings.

Resolution #CM20151221.1005

MOVED BY P. HARRIS that Borrowing Bylaw #3036 for short term operational expenditures in 2016 be given first reading.

Carried

Resolution #CM20151221.1006

MOVED BY B. MARSHALL that Borrowing Bylaw #3036 be given second reading.

Carried

Resolution #CM20151221.1007

MOVED BY D. BEESTON that consent be given for third and final reading of Borrowing Bylaw #3036.

Carried

Resolution #CM20151221.1008

MOVED BY R. SUTHERLAND that Borrowing Bylaw #3036 be given third and final reading.

Carried

**Bylaw #3037 -
Fees, Rates and
Charges**

(BYLAWS)
(Issue #20151208003)

Council, once a year and periodically through-out the year, update and amend the Schedule of Fees, Rates and Charges for the County of Grande Prairie. The Fees, Rates and Charges Bylaw was attached for Council consideration for all three readings today to come into effect January 1, 2016.

There was discussion on the following:

- the rates for the Clairmont Landfill for commercial waste;
- whether there had been any discussion with Aquatera about hauling; and
- building permit fees and whether there will be an escalating amount for repeat offenders. Mr. Lapp noted that Planning & Development has been creating a policy to clarify the implementation of penalty fees that can be debated and approved at an MPC meeting.

Resolution #CM20151221.1009

MOVED BY B. MARSHALL that Bylaw #3037 Fees, Rates and Charges Bylaw be given first reading.

Carried

Resolution #CM20151221.1010

MOVED BY P. HARRIS that Bylaw #3037 Fees, Rates, and Charges Bylaw be given second reading.

Carried

Resolution #CM20151221.1011

MOVED BY D. BEESTON that consent be given for the third and final reading of Bylaw #3037 Fees, Rates, and Charges Bylaw.

Carried

Resolution #CM20151221.1012

MOVED BY R. SUTHERLAND that Bylaw #3037 Fees, Rates, and Charges Bylaw be given third and final reading.

Carried

2016 Rubber Tire

Dale Van Volkingburgh, Director of Public Works, noted that a Request for

Wheel Loader

ISR

(NEW BUSINESS)

(Issue #20151203002)

Proposal (RFP) was posted November 16, 2015 on the Alberta Purchasing Connections (APC) to meet the requirements of the New West Partnership Trade Agreement (NWPTA). The County's Public Works (PW) Department requires one (1) new rubber tire wheel loader which conforms to Group 9 of the Alberta Road Builders Heavy Construction Association (ARBHCA) to replace one existing unit being retired from service as part of the 2016 capital equipment replacement unit's plan.

There were 7 proposals received from 6 suppliers: 4 were compliant and evaluated.

Administration recommends approval of Option 1 to enter into a contract with Brandt Tractor Ltd. for the purchase and delivery of one (1) new rubber tire wheel loader which conforms to Group 9 of the Alberta Road Builders Heavy Construction Association (ARBHCA) as a result of the evaluation process and Table of comparison included, for the lowest cost per point **\$4,337**. in the amount of **\$433,700. (GST not included)**.

There was considerable discussion on:

- the current condition of the equipment and whether its' lifetime could be extended by another year or more. Mr. Van Volkingburgh responded that the equipment is in good condition, but all warranties are five years to correspond with the County's Equipment Replacement Policy. He also noted that this type of equipment typically receives top auction dollars and that amount is put in a reserve that is used for the replacement equipment once it is due.
- It was also noted that because they would be outside the warranty, any maintenance would be quite costly because it is not covered past the five years. They rely heavily on that specific piece of equipment for the gravel program.
- Whether any cost analysis has been done to see whether there is any savings by extending the lifetime of equipment to six years instead of five. Mr. Van Volkingburgh commented that they had researched leasing this equipment but that yielded no cost savings. CAO, Bill Rogan noted that about 7-8 years ago the cost analysis was done on the graders, and it determined that the five year warranty was the best option for the replacement of that equipment.

Resolution #CM20151221.1013

MOVED BY B. SMITH to enter into a contract with Brandt Tractor Ltd. for the purchase and delivery of one (1) new rubber tire wheel loader which conforms to Group 9 of the Alberta Road Builders Heavy Construction Association (ARBHCA) as a result of the evaluation process and Table of comparison included, for the lowest cost per point \$4,337, in the amount of \$433,700. (GST not included).

Carried

Proposed New Speed Transition Zone Hwy #43 - Beaverlodge

(NEW BUSINESS)

(Issue #20151208002)

Arlen Miller, Director of Community Services, noted that the Town of Beaverlodge has made a request to Alberta Transportation to install an 80 km/hr transition zone entering the Town on both sides of Highway #43. The speed on Highway #43 entering into Beaverlodge currently goes from 100 km/hr to 50 km/hr. The proposal is to add the 80 km/hr transition zone 400m away from the start of the 50 km/hr zone on both sides of the Town.

The County has received a letter from Alberta Transportation seeking

County Council's support for the proposed change.

Regional Enforcement Services provided traffic safety services to Beaverlodge from 1995 to 2014. This proposal is one that they believe will increase the safety of the motorists entering Beaverlodge on the highway, provide a smoother transition from 100 km/hr to 50 km/hr, and likely increase compliance with the 50 km/hr zone by allowing motorists to adjust their speed in increments.

Resolution #CM20151221.1014

MOVED BY P. HARRIS that the County provide a letter of support for the proposed transition zone, 80 km/hr, on Highway #43 in the Town of Beaverlodge to Alberta Transportation.

Carried

**Municipal Fire
Service
Contract(s)**

(NEW BUSINESS)

(Issue #20151216005)

Mr. Miller noted that the County of Grande Prairie No.1 has a long standing relationship with the Municipalities of Beaverlodge, Wembley and the Village of Hythe for contracting their services to provide fire protection to specific areas of our region. As the existing contract expires at midnight on December 31st, 2015, Administration staff have been negotiating the terms for a new five (5) year agreement. Modifications have been made to the contract to include a section on the Freedom of Information and Privacy Act and clarity to the process that will be followed in the event of a dispute.

Initially, Administration was negotiating a 50/50 funding formula based on the operating budgets of each municipality as well as the supporting budget that the County provides. As each service operates with different budget amounts it was determined that a flat fee of \$90,000.00 was more reflective of a fair funding formula. This fee would be inclusive of bay space and the services that each town provides.

Each municipality has agreed to the \$90,000 fee with a 3.5% annual increase to reflect inflation and the costs of providing the services. In addition the County agreed to continue to pay for dispatch services, firefighting foam, and fuel for our units and a dedicated MFR unit as well. It was agreed that revenues from highway calls would be retained by each contract service.

As a part of the existing contract the County currently pays each Municipality for rental of bay space for County equipment and for the services that each provides. The 2015 budgeted amount for each station is: Beaverlodge \$56,775; Wembley \$64,273; Hythe \$64,273. In addition to this amount the County is currently also responsible for fuel for County equipment and dedicated MFR units, dispatch services, foam and the maintenance and repair of our equipment as was noted above.

Administration is recommending that the following terms be included in the new contract:

1. An annual payment of \$90,000 per station with a 3.5% annual inflation rate;
2. Continuation of the County paying for fire dispatch services (est. at \$5000/station);
3. Continuation of the County providing firefighting foam (est. at

- \$2500/station);
- 4. Continuation of the County providing fuel for County supplied equipment and a dedicated Medical First Response Unit (est. at \$2500/station);
- 5. Continuation of the County providing insurance, maintenance and repair for our equipment;
- 6. Acknowledgement of the revenues generated from highway calls using County equipment will be payable only to the contract station providing the service (this amount will differ from station to station).

It is also recommended that Council direct Administration to continue with contract negotiations with the goal of reducing the amount of the increase provided to each municipality.

There was considerable discussion in regards to:

- the 3.5% inflation rate and how it would impact the rural stations. It was noted that all stations were aware of the increase and that all of the County's other contract services (Enforcement and FCSS) have the same inflation rate in their contracts.
- including all four regional partners into the same contract. It was noted that the Town of Sexsmith negotiated separately and had different needs (i.e. administrative support) than the other partners; all contracts will still expire at the same time.
- the increase to the budgets as well as the revenue from highway calls.
- the benefit that this service provides to all residents in the County, and within the neighbouring Towns and Village.

Resolution #CM20151221.1015

MOVED BY B. SMITH to approve the contracts as presented and negotiated for Fire Services with the Towns of Beaverlodge and Wembley and the Village of Hythe.

Carried

Monthly Statement - October 31, 2015

(NEW BUSINESS)
(Issue #20151211001)

Report includes year to date financial operations & capital, monthly cash flows, investments and accounts paid for October 2015. Report is submitted monthly for Council's review and consideration.

Councillor Sutherland inquired about one cheque and whether it was from the Doctor Recruitment and Retention Policy. CAO, Bill Rogan responded that the cheque was for the Doctor Recruitment and Retention as there is a new doctor in Hythe.

Resolution #CM20151221.1016

MOVED BY C. BECK that Council accept the October 2015 monthly statement as presented.

Carried

Thank You's from Community Organizations

(INFORMATION ITEMS)
(Issue #20151208006)

Administration received thank you cards from PARDS and Wembley & District Arts, Culture & Historical Society for the County's contributions.

Letter from

A letter has been received from Honourable Danielle Larivee, Minister of Municipal Affairs, noting that the County of Grande Prairie has been

**Minister of
Alberta Municipal
Affairs - Re:
Municipal
Internship
Program Grant
for Finance
Officers**

(INFORMATION ITEMS)
(Issue #20151208008)

approved to host an intern in the 2016/17 Municipal Internship Program for Finance Officers. The County will receive a grant of \$43,906 under the Municipal Internship component for this purpose. The grant is being given through the Municipal Internship component of the Alberta Community Partnership program. In Spring Finance can interview candidates from Municipal Affairs.

**Letter from
Minister of
Infrastructure &
Transportation -
Re: Illumination
Study and Signs
at Smoky and
Wapiti Hills**

(INFORMATION ITEMS)
(Issue #20151208009)

A response letter has been received from the Minister of Infrastructure & Transportation in regards to the letters sent from the County regarding an illumination study and the request for installation of electronic warning/message signs at both the Smoky River Hill and Wapiti Hill. CAO, Bill Rogan and Mr. Van Volkingburgh will continue to engage with the engineers at Alberta Transportation.

County Administration sent letters to the Minister of Transportation in regards to the illumination study in the spring of 2015, and the warning signs on the Smoky and Wapiti River Hills in January 2015.

Reeve Beaupre inquired about the discussion on the chain-off area near Camp Tamarack in her division and whether signage will be installed. CAO, Bill Rogan commented that he recalled the previous conversation but does not believe a motion was made. He will check on this and report back to Council.

**COUNCIL
MEMBER
REPORTS**

Councillor Sutherland commented on places where the speed limit is reduced when there is bad weather and it is displayed on the speed signs. CAO, Bill Rogan commented on the electronic signs that can change the speed limit automatically based on the weather. Reeve Beaupre commented that we should be hearing soon about the installation of public warning signs on the major highways.

Councillor Smith commented on the new Infrastructure funding being allocated by the Federal Government and that the Weyerhaeuser Bridge work would qualify for that funding. He further commented that the County should send a letter to the Federal Infrastructure Minister in Edmonton advising of this project.

Resolution #CM20151221.1017

MOVED BY B. SMITH that Administration write a letter to the Federal Minister of Infrastructure, Honourable Amarjeet Sohi, informing him that the Weyerhaeuser Bridge is a shovel ready project that would fit into the Ministry's Infrastructure Program that we would like them to consider.

Carried

Councillor Smith commented that the Hythe Arena blew an ice plant line that ran the Freon but have not lost ice time because of the cold weather. The arena may be coming to the County for some emergency funding to fix the issue. There was some work done in 2010 but it did not complete all the work that needed to be done at the arena.

Councillor Beck attended the Library Board Meeting where they spoke about funding. He noted that there are 55 employees at the Grande Prairie library.

Councillor Sutherland attended the Community Support Supper at Evergreen Park.

Councillor Beeston attended and commented on:

- upcoming meeting on January 15, 2016 with Alberta Health Services where they will discuss the potential of a future medical clinic in the County;
- the meeting in Council Chambers on the design standards;
- Staff Christmas Luncheon at the Parks Storage Building;
- Media Training 102;
- Library Board Meeting;
- Sport Council Meeting: 496 kids attended the "Try-it Day", with 125 from the County. There were 18 groups represented and the Sport Council is looking into hosting an adult "Try-it Day" in the fall or spring.
- Received a few calls and questions on the annexation.

Councillor Harris attended the Wembley Seed Plant AGM. He thanked Public Works for their help in moving the dirt at the track loading site (it was a joint effort from the Town of Wembley, CN, and the County). There has been discussions on the Wembley and Sexsmith Seed Cleaning Plants combining into just one plant but it was noted that there is still a need for the two plants in the area as there have been some closures of other plants.

Resolution #CM20151221.1018

MOVED BY P. HARRIS to create a Finance Committee of the Whole.

Carried

Councillor Marshall attended and commented on:

- WASP / Synergy Group meeting on December 8th. He noted that the group is growing, setting up bylaw committees, and working on a logo; the oil and gas industry is well represented in the WASP group.
- Community Impact Grants and Student Awards Reception at Centre 2000. He commented that the County needs to recognize some of the communities and community groups better;
- WNC - Water North Coalition meeting in Faust. Councillor Marshall was acclaimed as Chair for the upcoming year, he also noted that the Strategic Plan has been completed and once approved, it will be presented to County Council.
- Joint Council meeting with the M.D. of Greenview. He commented that there are good opportunities to move forward with Economic Development in their area. Reeve Beaupre commented on some previous discussion on sending the M.D. of Greenview a letter in regards to working with the County on joint venture for an Enhanced Enforcement Officer that would service both the County and some areas in the M.D. of Greenview (Grovedale, Debolt, etc.).

Resolution #CM20151221.1019

MOVED BY B. MARSHALL that Administration write a letter to the M.D. of Greenview inquiring about support in a joint venture for an additional Enhanced RCMP Officer that would jointly serve both municipalities.

Carried

There was general discussion in regards to the Joint Council Meeting with the M.D. of Greenview and that they were upset they were not invited to participate or be included in the Master Recreational Study by the County. CAO, Bill Rogan commented that the Grovedale area was included in the study, and that the Councillors can be invited to a meeting where the results are reviewed. Reeve Beaupre noted that the information that the M.D. of Greenview wanted to be investigated was outside the scope of the RFP that had gone to the consultant; and that there was already a portion of a recreation plan included within the Wapiti Corridor Development Plan. Mr. Miller will discuss potential meeting dates with all parties involved.

Reeve Beaupre attended and commented on:

- met with the new Officer in Charge at the Grande Prairie/Beaverlodge Detachment - Supt. John Ferguson;
- attended an event with the local RCMP where they tied red ribbons on RCMP cruisers to support Mothers Against Drunk Driving (MADD).
- Wished everyone in Chambers a very Merry Christmas and Happy New Year.

ADMINISTRATIVE REPORTS

CAO, Bill Rogan commented on the Joint Council Meeting with the M.D. of Greenview.

Mr. Van Volkingburgh, Director of Public Works, commented on:

- AAMDC fuel purchasing and that the County will now be involved in the program;
- not too much snow so the graders are on top of things;
- Merry Christmas from him and his family.

Mr. Lapp, Director of Planning & Development, commented that the RFP for the Transportation Master Plan closed on Friday and the evaluation committee will be reviewing those submissions and will award the contract in the New Year.

Mr. Sieben, Manager of Finance Services, had nothing additional to comment on from Corporate Services.

Mr. Miller, Director of Community Services, had nothing additional to comment on from Community Services. He wished everyone a Merry Christmas.

Reeve Beaupre commented that Councillor Harpe was absent from the Council Meeting today as he is attending the funeral of former County Councillor, Bill Houseman.

Resolution #CM20151221.1020

MOVED by B. MARSHALL that the meeting be recessed *11:18 a.m.*

Carried

The meeting was reconvened at *11:31 a.m.*

In Camera - Land

(IN CAMERA)
(Issue #20151214001)

Resolution #CM20151221.1021

MOVED by P. HARRIS that the meeting go in to In-Camera, at 11:31 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera - Land and In Camera - Legal.

Carried

In Camera - Land

(IN CAMERA)
(Issue #20151215001)

Resolution #CM20151221.1022

MOVED by B. MARSHALL that the meeting come Out-of-Camera at 12:28 p.m.

Carried

ADJOURNMENT

Resolution #CM20151221.1023

MOVED by P. HARRIS that the meeting adjourn at 12:29 p.m.

Carried

These minutes approved the _____ day of _____ 2016.

Reference # _____

REEVE

COUNTY ADMINISTRATOR