



County of Grande Prairie No. 1

April 24, 2017 Council Meeting

Meeting Type : Regular Council Meeting

Date : Monday, April 24, 2017

Start time : 10:00 AM

Location : County of Grande Prairie No. 1 Administration Building

Minutes

ATTENDANCE

Present were:

2. Deputy Reeve

- Ross Sutherland

3. Council

- Corey Beck
- Daryl Beeston
- Harold Bulford
- Peter Harris
- Brock Smith
- Karen Rosvold

4. Chief Administrative Officer

- Bill Rogan

5. Directors

- Arlen Miller
- Dale Van Volkingburgh
- Dawn Sauvé
- Nick Lapp

6. Manager of Legislative Services

- Sheryle Runhart

7. Recording Secretary

- Amanda Westwater

Absent:

1. Reeve

- Leanne Beaupre

3. Council

- Bob Marshall

CALL TO ORDER AND QUORUM

The meeting was called to order at 10:01 a.m. with the singing of O' Canada.

**ADOPTION OF
AGENDA**

Resolution #CM20170424.1001

MOVED by P. HARRIS that the agenda for the April 24, 2017 Council Meeting (2017/04/24) be approved with the following amendments:

- Property Tax Bylaw 3064 (#20170420001) as Item 17.1;
- Addendum to Policy C27 - Financial Reserves Policy (#20170424001) as Item 17.2;
- Deputy Reeve Sutherland added an In Camera - Personnel as Item 20.1; and
- Councillor Smith added FCSS Space Needs Committee (Item 11.8).

Carried

**10:10 a.m. La
Glance
Agricultural
Society -
Multipurpose
Facility Update**

(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170320021)

Christine Rawlins, Manager of Parks and Recreation, introduced Jade Nyland and Travis Miller, from the La Glance AG Society, and Lori Thiessen and Desmond McGrath, from Beairsto Engineering & Associates, who were present to provide an update on fundraising efforts to date, construction, and engineering.

At the March 2017 Recreation Advisory Committee meeting, it was requested that La Glance & District Agricultural Society make a presentation to Council to update them on the status of their fundraising and construction progress for the La Glance Regional Recreation Centre. The County had committed \$1 million from Major Capital grants for 2014 - 2016 but to date has held the total amount in reserve.

Mrs. Nyland provided an update on fundraising:

- two local families have donated \$16,400;
- \$22,000 from Gala;
- \$30,000 from Small Town Concert ticket sales;
- \$1240 from the turkey shoot;
- \$12,474 from the Annual Spring Dinner;
- totaling \$65,714 since their last presentation to Council;
- A CFIP Grant funding will not be received this round, but were encouraged to apply again before the October 2017 deadline. There were no problems with application itself, it was due to the volume of requests that were received.

There was comments and discussion on the Small Town Concert and that all funds raised will be going towards the construction of the new Recreation Centre. The Ag Society thanked the numerous County staff for the assistance in obtaining various approvals for concert.

Lori Thiessen, lead for design team for the new arena, noted that they are making efforts to be as economically responsible and energy efficient as possible. The structure will be a pre-engineered building and have kept the building size within Safety and Fire Code limits so no sprinkler system is required. The air handling units will serve the ice rink and dressing rooms

to achieve heat recovery (savings on operating costs). As much as possible will be high efficiency; including the CO2 monitoring systems; windows; and motion sensor lighting.

Desmond McGrath, Beairsto & Associates Engineering, commented on the geotechnical considerations. The Geo-technical report has been done and they plan to proceed with a structural slab with piles to eliminate as much movement and future maintenance costs as possible. There will also be a seamless roof and concrete used for exterior finishes to eliminate costly repairs down the road.

Travis Miller commented on the schedule for the Recreational Centre project. There will be three (3) phases:

- Phase One is the close-up: construct the skeleton of the building and complete the concrete pilings (nothing done to interior);
- Phase Two will be getting the ice installed and everything else operational to the interior;
- Phase Three will be constructing additional flooring and more finishing touches (such as artwork, furniture, landscaping) once all the plans are completed and sent out for bidding.
- It was noted that various local tradespeople and companies have been supportive of project so their pricing is consistent with the budget. Once all of the engineering is complete, they will send out for bidding in Phases;
- Councillor Bulford inquired about a budget breakdown.
 - \$4.6 million for the entire project (building for all three phases);
 - Phase 1 - approximately \$1.3-1.5 million; Phase 2 - approximately \$2.5 million; Phase 3 - approximately \$600,000.

Mrs. Rawlins inquired what the total cost incurred by the Ag Society is to date. Mrs. Nyland responded that they have raised \$376,714: \$153,157 has been paid to Beairsto & Associates Engineering; advertising and consulting (\$49,400); resulting with their cash in bank as of April 10, 2017 at \$177,214.

There was considerable discussion on:

- When the \$1 million would need to be released by the County. Mr. Miller responded that once the engineering is complete they can determine exactly when the funding is needed. The estimated date for starting construction is June 2017;
- After the completion of Phase 1, the building would be erected containing structural piles, a foundation wall, and doors and windows (nothing else on the interior). It was noted that after Phase 1 is completed there would be no exposure to the outside elements; the interior will be graded but there will be no heat or electricity connected;
- Councillor Rosvold commented on the importance of beginning Phase 1 of the project as it will draw in more outside investors. She noted that some industry members have verbally committed to

providing sponsorships, but will not supply the funding until construction has began and they have broken ground;

- Councillor Bulford inquired if additional fundraising will affect their CFIP application. Mrs. Nyland responded that she was encouraged to re-apply right away because they have the matching funds in their account. There is potential that the CFIP Grant could be affected next year if the \$1 million from the County is released.

Resolution #CM20170424.1002

MOVED BY B. SMITH that the County release the \$1 million from reserves to the La Glace Agricultural Society for the arena project, subject to notification of the project proceeding, and the first draw for payment for the project is required.

Councillors Smith and Rosvold spoke in favour of the motion as it encourages community involvement and keeping rural communities going. Deputy Reeve Sutherland noted his only concern is that Phase 1 needs to be done properly so it is not exposed to the elements.

Carried

Councillor Rosvold thanked Mrs. Nyland for her extreme dedication to the project and ensuring it will get done properly.

**10:30 a.m.
Clairmont
Adventure Park -
Update &
Request**

(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170331009)

Christine Rawlins, Manager of Parks and Recreation, introduced Tyla Savard, Clairmont Agricultural Society President, and Coreen Swenson, Society Vice President.

At the March 2017 Recreation Advisory Committee Meeting, it was requested that the Clairmont Agricultural Society make an official presentation and request for funding to Council. The Clairmont Agricultural Society operates the Clairmont Community Adventure Park which includes a skateboard and splash park. The Adventure Park does not currently receive any annual operating support from the County. The 2017 Operating Assistance grant budget is \$891,273 after \$22,710 is transferred from the Community Grants Reserve.

The Clairmont - Bezanson Rec Board has a \$99,098 budget for 2017 which includes \$10,610 (curling rink), \$39,720 (arena) and three halls (\$12,730), leaving \$36,038 for general distribution amongst 2017 operating grant applicants. If Council chose to support the Adventure Park operations, additional funding would have to be added to the Rec Board's budget to accommodate this. The Community Grants Reserve was \$296,240 at the end of 2016, and is projected to be \$365,240 at the end of 2017 pending Final Budget.

There was considerable discussion on:

- water being the largest expense costing approximately \$3200/month;
- about 650 kids use this with lots from the City and County of Grande Prairie and surrounding areas;

- \$28,647.52 in the Adventure Park Account is to complete the park (benches, landscaping, garbage cans), not for operational costs;
- the request for Council is to provide some operating assistance funding for the park to offset the approximate \$14,000/year cost. Ms. Savard noted that the formal ask is for half of the operating costs, about \$7000-8000/year;
- It was noted that the Clairmont AG Society will be applying to the County's Operating Assistance Grants, but it will be for upgrades to the Community Hall roof as it is leaking;
- What portion of the arena and pool operating costs are paid by the County through the grant. CAO, Bill Rogan noted that the grants for the arenas and pools are not based on a percentage of operating costs; but the County pays the Clairmont Arena water bill and there is an inflation factor built into the grant funding each year;
- Society was able to find savings by negotiating a lower cost for power with the supplier;
- Councillor Bulford inquired if the AG Society had approached Aquatera about sponsoring the water for the park. Ms. Savard responded that the previous Board had engaged with Aquatera and were turned down; but the new Board has not approached them again with the ask.

Councillor Beeston thanked the representatives from the Clairmont Agricultural Society for all the work that is being done to maintain the ongoing operations of the Adventure Park.

Resolution #CM20170424.1003

MOVED BY D. BEESTON to have Administration identify a funding source and provide funding to the Clairmont Adventure Park annually to cover half of the utility costs, water and power, to a maximum of \$7500.

Councillors Bulford and Rosvold spoke against the motion.

Councillor Beck spoke in favour of approving \$7500 for 2017 only and noted that any changes to Policy will need to be done at the Recreation Advisory Board Meeting.

Councillor Beeston spoke in favour of the motion to sponsor up to 50% of utilities for the current year.

Councillor Smith amended the motion to reflect "up to a maximum of \$7500, for 2017 only, and for the water costs". **The amendment was accepted as friendly.**

MOVED BY D. BEESTON to have Administration identify a funding source and provide funding to the Clairmont Adventure Park in 2017 to cover the Aquatera water costs, up to a maximum of \$7500.

Carried

10:45 a.m. Town of Beaverlodge -

Christine Rawlins, Manager of Parks and Recreation, noted that the Town of Beaverlodge missed the October 1st, 2016 deadline for the 2017 Capital Assistance grant applications. Matthew Norburn, Operations Supervisor,

2017 Capital Assistance Request

(DELEGATIONS AND APPOINTMENTS)
(Issue #20170418002)

and CAO, Bill McKenna, were in attendance to speak to the belated request for funding towards a commercial community kitchen at the new St. Mary's School.

The Town of Beaverlodge entered into an agreement with the Grande Prairie Separate School Board to develop a kitchen for both the school and larger community events. The original budget was \$200,000, with the current estimate for completion set at \$404,000. The Town has budgeted for \$300,000 and is requesting \$50,000 from the County towards completion of the project during Summer 2017. The Grande Prairie Catholic School District and Province's contribution in the form of the building, is estimated at \$300,000 with additional funds being sought to offset the shortfall.

The multi-use sports / events hall at the new school will be used by groups and residents of the Beaverlodge area for larger gatherings such as weddings, funerals, dance recitals, Christmas Festival, and miscellaneous fund raising events for community groups. The increased kitchen functionality will also enhance events and activities hosted at the sports fields and riding / roping area that are co-located on the same site.

CAO, Bill McKenna noted the following:

- Town of Beaverlodge has contributed land to the school;
- wanted expanded community facility for the region as per Beaverlodge Council;
- will have seating for 425 people;
- this is a one time capital request and there is no operating request.
- costs have increased since the initial estimate because the main focus was on completing the school. Now having to retrofit a new building with the plumbing and electricity.
- Will be requesting the same amount of funding from the Grande Prairie Catholic School District School Board (12%).
- First 25% of all rentals goes into a replacement reserve to be self sustaining.

There was considerable discussion on the cost of the project, and how it came to be almost double the original budgeted amount.

Councillor Harris spoke in favour of supporting the request.

Resolution #CM20170424.1004

MOVED BY P. HARRIS to approve the funding to the Town of Beaverlodge in the amount of \$50,000 for the Community Kitchen, to come from the Community Grants Reserve.

Deputy Reeve Sutherland and Councillor Smith spoke against the motion.

Carried

11:00 a.m. - River of Death and

Tim Powell, Chairman, and Caitlin Powell, Manager of Finance and Administration, of the River of Death and Discovery Dinosaur Museum

**Discovery
Dinosaur
Museum Society
Update**

(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170404013)

Society (RDDDMS) were in attendance to update Council on the Philip J. Currie Dinosaur Museum operations including the 2017 finalized Financial Statements.

The River of Death and Discovery Dinosaur Museum Society comes to Council on a regular basis to report on the operations of the Philip J. Currie Dinosaur Museum.

Councillor Smith left the meeting at 11:12 a.m. and returned at 11:14 a.m.

Ms. Powell reviewed the 2016 financial information and year-to-date information for 2017 and there was discussion on:

- working with Grande Prairie Regional Tourism (GPRT) for marketing and advertising;
- vendors and supplies for gift shop;
- change in IT support vendor;
- reduction in Auditors fees;
- reduction in janitorial and maintenance costs (cross-training being done);
- under budget by \$175,000 for expenses; and
- the restaurant and how business is going for them.

Mr. Powell provided an update on the progress to date:

- met with government about Canada Culture Spaces Fund (CCSF) and will apply for the grant going forward;
 - Museum Assistance deadline is November 1st but grant is more for traveling exhibits.
- Alberta Energy Efficiency Program - can get rebates for the high efficient lighting when replacing with LED bulbs;
- Roy Bickell Collection Room;
- applied for more grants this year and will hear back in May;
- Can-Am side-by-side raffle for the Amber Ball;
- Communication Audit;
- MD Greenview funding of \$100,000;
- summer student interviews done;
- spring programs are booked solid;
- Paleo will be busy in July-August;
- Volunteer program in labs and GPRC provided lab tools and fossils as they are doing renovations;
- May 1st will start summer operating hours - June/July/August will add in Mondays;
- June 24th Community Day;
- working with ACA on partnership for the museum. They have sponsored the outside education room with their exhibits;
- GST rebates;
- natural gas and electricity from Peace Power (should see annual savings of \$20,000);
- host of the Opening Ceremonies for the 2018 Alberta Summer Games and Dinosaur will be the Summer Games mascot;
- the number of students that have visited the museum this school

term. It was noted that May-June is their busiest time for schools, and they have about 1000 students in that time frame;

- Deputy Reeve Sutherland inquired about the cost per meter for a walking trail. Nick Lapp, Director of Planning and Development, noted that he can provide Council with the estimated costs by the end of day;
- CAO, Bill Rogan commented that any application to CCSF Grant should be provided to MP Chris Warkentin so he can speak in favour of it.
- The AGM will be held June 7, 2017 at 5:00 p.m.;
- Councillor Smith thanked the Board of Directors for all of their hard work as operations are going much better at the Museum now. Mr. Powell noted that the Board is currently interviewing for Executive Directors;
- About \$300,000 in bank currently and \$100,000 should be coming from MD of Greenview;
- It was noted that both Saddle Hills and the M.D. of Greenview will provide more sponsorships if they can have specimens from their area displayed.

Mr. Powell noted that the entrance to museum needs to be widened for larger vehicle access (recreational vehicles and holiday trailers) and the pavement need to be repaired.

The presentation concluded at 11:40 a.m.

**In Camera -
Personnel**

(IN CAMERA)
(Issue #20170424008)

Resolution #CM20170424.1005

MOVED by P. HARRIS that the meeting go in to In-Camera, at 11:41 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 - Personnel.

Carried

Resolution #CM20170424.1006

MOVED by P. HARRIS that the meeting come out of In Camera at 11:50 a.m.

Carried

**11:30 a.m. -
Update from MP
Chris Warkentin**

(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170418004)

Annually, MP Chris Warkentin attends a Council meeting to provide updates on outstanding items and topics of concern. MP Chris Warkentin was in attendance to provide an update to County Council on the Species at Risk legislation and concerns.

MP Chris Warkentin thanked Council for inviting him to attend the meeting and formally welcomed Councillor Rosvold to the County Council group.

There was considerable discussion on the following:

- Concerns about changes to Caribou and Sage Grouse in southern Alberta. Eventually grizzly bears and other species will be included in

- the legislation;
- Problems with specific words and definitions in the proposed legislation;
- Provincial government is responsible for developing a plan that is still compliant with the Federal Acts, especially when it comes to shutting down or negatively impacting industry. Some interpretation could be worked on at the Provincial, Federal, and municipal levels;
- There is a way to protect wildlife without impacting industry, but will need to change some of the proposed and current legislation and gain the necessary Provincial government support;
- the Socio-Economic study that was mentioned in the presentation from CAPP (Canadian Association of Petroleum Producers) and whether it has been done, or plans on being done. MP Warkentin responded that the study has not been done, but it is essential that it is completed because the Federal government will ask for the rationale behind the proposed legislation changes. It has been confirmed as a problem right now, and we need to work together to keep the species alive and well. It was noted that Mackenzie County has already started gathering socio-economic information;
- Plans are being developed in a silo format and not in conjunction with other plans which affect various industries and species;
- Whether Indigenous populations will be affected by the proposed legislation changes. MP Warkentin noted that there is not one homogenous aboriginal population in Alberta, but the prospect of losing their jobs is devastating. The major impacts would be on the future development of their communities;
- Revised Navigable Waters Act: updates have got very onerous and restrictive. MP Warkentin commented that organizations (such as FCM and AAMDC) need to inform the Federal government of the financial and other impacts the updates have had on smaller municipalities.

MP Warkentin commented that he is excited to have County Council attend the FCM Conference in Ottawa this summer so they can push many Alberta-centric problems to the forefront.

Presentation concluded at 12:10 p.m. and Council thanked MP Warkentin for his time.

Resolution #CM20170424.1007

MOVED by P. HARRIS that the meeting be recessed *12:10 p.m.* until 1:30 p.m.

Carried

The meeting was reconvened at *1:29 p.m.*

**1:30 p.m. -
Approval of 2016
Financial
Statements**

(DELEGATIONS AND
APPOINTMENTS)

Dawn Sauvé, Director of Corporate Services, introduced Lowell Lovrod, and Shawn Penny, Fletcher Mudryk LLP, who were present to review the draft 2016 County of Grande Prairie No. 1 financial statements.

Annually, County's Financial Services staff complete the year end

(Issue #20170413003)

processes and prepare the annual financial statements for audit. The 2016 audit review was undertaken by Fletcher Mudryk LLP. The audited financial statements for the immediately preceding year must be made available to the public and submitted to the Minister of Municipal Affairs by May 1st of each year.

Once the draft statements are approved, a final copy will be posted to the County website and distributed to Council and Directors along with additional reports (Financial Information Return for Municipal Affairs, West Grande Prairie County Solid Waste Management Authority financial statements, Library Services statements of revenue and expenditures, and Family & Community Support Services statements of revenue and expenditures).

Mr. Lovrod commented on the annexation details in the package as this is different from previous years audits (\$4.12 million in assets to the City, and \$4.4 million will be recovered). Net transfer to unrestricted surplus was \$45,904. He noted that the audit went very well, all County staff were cooperative, and the final audit report does not outline any negative comments as per the Annual Management Letter.

Resolution #CM20170424.1008

MOVED BY P. HARRIS that the 2016 Audited Financial Statements be approved by County Council as presented.

Councillor Smith thanked County staff for all their hard work on the audit as it was an excellent Annual Management Letter from Fletcher Mudryk LLP.

Carried

CAO, Bill Rogan thanked County staff as well as the Auditors with Fletcher Mudryk LLP for all the work done on the County's 2016 financial audit.

**Addendum to
Policy C27 -
Financial
Reserves Policy**

(ADDENDUM)

(Issue #20170424001)

Dawn Sauv , Director of Corporate Services, noted that Policy C27 requires amendments to include the new proposed "Annexation Reserve". This is intended as an additional Reserve to be added to Policy C27 Financial Reserve Policy. The Annexation Reserve is a non-cash reserve in that it is funded from future receivables and intended to be used in the operations of the specific years which an Annexation Order or Agreement outlines.

The Public Sector Accounting Board has issued a revision to Section PS3430 and although it does not have to take effect until after April 2018, it can be adopted early. Recording of Annexation transactions falls under this section and for the County, recording the 2016 Annexation per the new section now is preferred as we would have to adopt it next year anyway, and then would have to restate our prior years for comparison purposes.

Resolution #CM20170424.1009

MOVED BY D. BEESTON to approve the amendment to Policy C27 - Financial Reserves Policy by adding in an "Annexation Reserve".

Carried

**1:45 p.m. -
Seniors and
Special Needs
Transportation
Grants**

(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170412001)

Coree Ladwig, Seniors and Adult Programs Team Lead, was present to comment on the Seniors and Special Needs Transportation Grants. Phyllis Cash, Disabled Transport Society (DTS) Board Chair, Marion Cook, Bookkeeper and Acting Manager, and current Board member Aileen Leitch were in attendance to provide additional background information on the DTS Seniors and Special Needs Transportation Grant request. The Disabled Transport Society grant request has increased by \$49,000.00 as service needs have grown, and they are anticipating higher demand due to the opening of the seniors complex in Clairmont.

There was considerable discussion in regards to:

- the increased grant amount and the reasons for the increase;
- the clients they services and whether they are located within the County of Grande Prairie. It was noted that they provide services to anyone that is mentally or physically handicapped, or seniors over the age of 75. They currently provide services for two dialysis patients in Clairmont, and one student going to school in the City. They also transport children with developmental disabilities, and take clients to and from the cancer clinic;
- Their service area extends to 5km outside the City of Grande Prairie limits; but they have been providing service to Clairmont and the surrounding County subdivisions (Whispering Ridge, Silverpoint, Evergreen Park, PARDS);
- Main focus is on health and getting clients to necessary appointments at the hospital or with various doctors. They also have clients who use the service for attending church and after-hours activities where Grande Spirit Foundation bus services are not available;
- According to the Grande Spirit Foundation, there are currently 392 clients in lodges in Grande Prairie: 25% are County residents (about 98). There will be at least 20 residents at the new lodge in Clairmont that will need DTS services, and there will be some clients moving from the City lodges to Clairmont when it opens;
- DTS provides service to about 30 clients who live in the County boundaries (however, some people live in town and want to visit their families in the County). Currently, buying a book of tickets costs \$2/ride each way and the rate to go to Hythe is about \$65 flat fee;
- The Grande Spirit Foundation busses are only used for group outings and only on a Monday-Friday rotation. DTS do the more individual services and runs on the weekend and at nights as well;
- Grants and funding is provided by the United Way (only received half of their ask), Cash and Camping Lottery or Cars for Christmas through Rotary, CIP grant to purchases buses or offset wages, and casinos. The City provides GIK by maintaining and storing the busses, providing fuel, and supplying modems and other equipment; and covers 75% of their budget as a Capital expense;

- Councillor Rosvold commented on the percentage of County residents that would be able to utilize the DTS services (32 of 672 is about 4.8%) as well as the overall DTS budget (\$970,000);
- Councillor Harris inquired if the increased amount would be a one time ask, or whether the \$100,000 request would be the annual request. The DTS representatives responded that they do not have confirmed numbers for the amount of clients that will be living at the Lakeview Seniors Lodge in Clairmont that would require the service. After a year of operations they would be able to give a better estimate for their grant request;
- CAO, Bill Rogan inquired whether the Wolverines Wheelchair Sports group utilizes their services. Ms. Leitch responded that DTS has been transporting them to places within the City; but have not been providing the additional service they are requesting for transportation to games outside their service area (Edmonton).

The DTS group left the meeting at 2:02 p.m.

The County of Grande Prairie provides grant support to organizations that offer transportation for social medical and shopping to seniors and special needs clients. We have received fifteen (15) applications totaling \$153,437.00 which is \$51,362.00 more than budgeted for. Three (3) organizations have asked for funding increases this year. Every year Council budgets to provide grants that provide specialized transportation to seniors and the disabled. A 3% escalator is added to the budget each year.

There are three requests for increased funding:

- Disabled Transport Society (DTS) - \$49,000.00 increase as service needs have grown, they are anticipating higher demand due to the opening of the Lakeview Seniors Lodge in Clairmont (as discussed above);
- Grande Spirit Foundation - \$3,000.00 increase due to the opening of the Lakeview Seniors Lodge in Clairmont;
- Twilight Club of La Glace - \$365.00 increase for trips for shopping medical and recreational outings. Please note there is an adding error on the Twilight Club of La Glace application the total expenses for 2016 should read \$4,581.18.

There is one new grant request:

- Wolverine Wheelchair Sports is requesting funding for access to sporting events, during times when no other options are available. The County has supported the program in the past. No funding request has been received since 2014. Please note there was an error on the Wolverines application, Rural riders should read 5 and Urban Riders 25.

There was considerable discussion on the asks from DTS and the Wolverines Wheelchair Sports group.

Resolution #CM20170424.1010

MOVED BY B. SMITH to approve the increased Seniors and Special Needs Transportation Grant in the amount of \$75,000 for the Disabled Transport Society (DTS).

Carried

Resolution #CM20170424.1011

MOVED BY P. HARRIS to provide the Seniors and Special Needs Transportation Grants to the applicants as presented by Administration with the overage to come from the Community Grant Reserve.

Carried

Highway 43 East Bypass - Bear Creek Crossing
(UNFINISHED BUSINESS)
(Issue #20170418001)

Dale Van Volkingburgh, Director of Public Works, supplied the letters to Council as information only.

The letter was received January 19, 2017 from the Minister of Transportation, Brian Mason in response to the Regional Priorities letter the County sent on August 8, 2016 which thanked Minister Mason for the approved Highway 43X Construction and Highway 672 overlay as well as an invitation to discuss other regional priorities such as the paving of Highway 724, Highway 40X east bridge analysis completion and the future ring road alignment.

Tender Award for Township Road 714 (Richmond Avenue, SR.RA13) and Range Road 53A (CR.1708)
(NEW BUSINESS)
(Issue #20170406011)

Shane Kessler, Construction Manager, was in attendance and noted that tenders were open for Township 714 (Richmond Avenue) and Range Road 53A on March 30, 2017 and the following bids were received:

Contractor	Bid Amount
Wapiti Gravel Suppliers	\$5,765,189.78
Knelsen Sand & Gravel Ltd.	\$6,048,709.82
Central City Asphalt Ltd.	\$8,317,866.05

Opus Stewart Weir Ltd. recommends awarding the contract to the low bid received from Wapiti Gravel Suppliers in the amount of \$5,765,189.78. The estimated total cost for the projects including construction, engineering, land and contingency is \$7,225,863.76.

	Amount Budgeted	Estimated Project Cost	Total Project Cost	Total Estimated Surplus
Schedule "A" Township Road 714 (Richmond Avenue SR.RA13)	\$7,049,000.00	\$5,940,043.44	\$6,068,293.44	\$980,706.56
Schedule B-RR 53A (CR.1708)	\$1,250,000.00	\$1,157,570.32	\$1,157,570.32	\$92,429.68
Total	\$8,299,000.00	\$7,097,613.76	\$7,225,863.76	\$1,073,136.24

It was noted that Range Road 53A was not included in the initial tender. Recommendation to award both Schedule A (TWP RD 714/Richmond Ave) and Schedule B (RR 53A) to the low bidder, Wapiti Gravel Suppliers. Council previously approved the funding amount at the Public Works Committee Meeting and at 2017 Final Budget Meeting, but the tender was not officially awarded without a Regular Council Meeting motion.

Resolution #CM20170424.1012

MOVED BY P. HARRIS to award the contract to the low bidder Wapiti Gravel Suppliers in the tender amount of \$5,765,189.78 with an anticipated project total of \$7,225,863.76 which includes construction, engineering, land purchases, and contingency for Schedule A Project, Township Road 714 (Richmond Avenue) and Schedule B Project, Range Road 53A.

Carried

**Business
Licensing
Programs**

(UNFINISHED BUSINESS)
(Issue #20170419013)

Councillor Bulford left the meeting at 2:24 p.m. and returned at 2:28 p.m.

Council asked the Economic Development Department to research options for Business Licensing. Item was deferred from the April 10, 2017 Council Meeting. Chris King, Economic Development Officer, was in attendance to speak to Business Licensing Programs in the County.

The EDO conducted research into business license programs across Alberta and Canada to look at what works and what does not work. The intent is to have a way to track and obtain information from our businesses without adding burdensome red tape and enforcement issues. After researching numerous municipalities, Economic Development has found a huge array of business licensing programs. Some of which are simply registries and allow for online capabilities for data entry and a user access to a business directory, while others are extremely difficult and include multiple questions and fee structure components. Beyond having a simplified online registry system, the staffing implications for a business-licensing program are onerous. Business licensing would require an entire department dedicated to collection, data entry and enforcement of licensing.

The proposed concept is simple, to build a business registry program which will allow our businesses to apply online with carefully selected questions. This will prevent incorrect information and double data entry by ensuring the online program is automatically updated. The basic questions will allow the Planning and Economic Development Department to run reports as needed. It also allows for a business directory that is accessible by the public for locating businesses for various reasons. We are proposing a no fee structure, but substantial fines imposed for lack of registration. If we charge substantial fees for non-compliance then the time spent on enforcement is justified. We would also incorporate renewals on a yearly basis with different questions to gather information, which we require. Recommendation is to implement a new module for business registries with the planning software scheduled to roll out in 2018.

There was considerable discussion on:

- developing a solution to ensure that people who come in to start a business in the County are being told and made to apply for development permits (if they are required);
- increasing the amount of education and information supplied to County residents in regards to starting a business in the County and having to apply for a development permit;
- whether there could be a renewal fee for development permits, rather than having to re-apply for a brand new one once they have expired;
- ability to tie the development permit to a specific person, not necessarily just the land (would help keep track of when businesses are sold within the County);
- any proposed solution would need to have enforcement capabilities; and
- whether home-based businesses in the County could have some form of signage so Planning and Enforcement Departments would be aware that it is a business.

Resolution #CM20170424.1013

MOVED BY P. HARRIS to refer to Administration for further review based on the comments provided by Council, and have more information brought back at a later date in regards to Business Licensing Programs in the County.

Carried

**Request for
Letter of Concern
- Re: Changes to
Air Ambulance
Services in
Northern Alberta**

(NEW BUSINESS)
(Issue #20170406018)

CAO, Bill Rogan noted that a request has been received from the Town of Peace River that all Northern Alberta municipalities write a letter of concern to the Minister of Health and cc to local MLA's for the Town of Peace River and surrounding municipalities for an emergency meeting with the Minister of Health to discuss the recent changes to the Air Ambulance Service and its unforeseen consequences.

Councillor Smith was not in favour of writing a letter of concern.

Resolution #CM20170424.1014

MOVED BY P. HARRIS to accept the changes to Air Ambulance Services in Northern Alberta as information.

Carried

**National Public
Works Week, May
21-27, 2017
-"Public Works
Connects Us"**

(NEW BUSINESS)
(Issue #20170409001)

The APWA Alberta Chapter is seeking Council's support to recognize and promote National Public Works Week (NPWW) by acknowledging May 21-27, 2017 as National Public Works Week in your community. This year's theme is "Public Works Connects Us."

National Public Works Week is observed each year during the third full week of May and this is the 57th year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows

Councils to remind the public of the 24/7 services that they are responsible for and are proud of. Many Councils and Public Works departments make this an annual celebration in their communities.

Resolution #CM20170424.1015

MOVED BY P. HARRIS that the County of Grande Prairie proclaims May 21-27, 2017 as National Public Works Week.

Carried

NAOSH Week Proclamation

(NEW BUSINESS)
(Issue #20170419003)

The Canadian Society of Safety Engineering (CSSE) has requested the proclamation of North American Occupational Safety and Health (NAOSH) week from May 7-13, 2017 in the County of Grande Prairie. This proclamation would serve to demonstrate the County's commitment and cooperation with CSSE and NAOSH week to promote the importance of preventing injury and illness in the workplace, at home, and in our community.

NAOSH week is a continent wide event spanning through Canada, the USA, and Mexico that highlights the importance of increasing understanding, raising awareness, and reducing injuries and illnesses. It serves to focus employers, employees, and the public on recognizing the benefits of health and safety to prevent injuries and illnesses at work, home, and in the community.

Resolution #CM20170424.1016

MOVED BY D. BEESTON to proclaim May 7-13, 2017 as North American Occupational Safety and Health (NAOSH) week in the County of Grande Prairie.

Carried

2017 Chamber Golf Classic - June 15, 2017

(NEW BUSINESS)
(Issue #20170411007)

Grande Prairie Chamber of Commerce is hosting their 2017 Chamber Classic Golf Tournament on Thursday, June 15, 2017 at the Bear Creek Golf Club.

This is a 4-Person Texas Scramble format. There is a member fee of \$130 plus GST and includes Green Fees, Power Carts and Buffet Supper.

Resolution #CM20170424.1017

MOVED BY D. BEESTON that County Council approves Reeve Beaupre and a guest, or an alternate and guest, to attend the 2017 Chamber Golf Classic on Thursday, June 15, 2017 at the Bear Creek Golf Club.

Carried

2017 Manse Grants

(NEW BUSINESS)
(Issue #20170407001)

Dawn Sauv , Director of Corporate Services, noted that each year County Council may approve a Manse Grant for the qualifying churches for 50% of the taxable residential assessment as long as the residence is being used as a manse. It has been determined that the residence on the two (2) tax roll's are used as a manse, therefore would qualify for the 2017 Manse Grant: St. Johns Evangelical Church and Valhalla Evangelical Lutheran Church.

Resolution #CM20170424.1018

MOVED BY H. BULFORD that County Council approve the 2017 Manse Grants for St. Johns Evangelical Church and Valhalla Evangelical Lutheran Church.

Carried

Petition - Paving Roads in Sunrise Estates

(NEW BUSINESS)
(Issue #20170419010)

The Chief Administrative Officer has received a petition with respect to "Paving Roads in Sunrise Estates". Upon receiving a petition the municipality has 30 days from the date of receipt to deem the petition sufficient or insufficient. This petition, under section 219-226 of the *Municipal Government Act* has been determined to be "not sufficient". Section 226(1) of the Municipal Government Act states "within 30 days after the date on which a petition is filed, the chief administrative officer must make a declaration to the council or the Minister on whether the petition is sufficient or insufficient. Section 226(2) of the Municipal Government Act states "if a petition is not sufficient, the council or the Minister is not required to take any notice of it." Section 393(2) of the Municipal Government Act states "a group of owners in a municipality may petition the council for a local improvement." There is no wait period in which this group must wait to submit a new petition for Council's consideration and it is understood they will be doing so and are aware that this petition is not sufficient.

Resolution #CM20170424.1019

MOVED BY P. HARRIS to accept the Petition for Paving Roads in Sunrise Estates as information.

Carried

FCSS Space Needs Committee

(NEW BUSINESS)
(Issue #20170424009)

Resolution #CM20170424.1020

MOVED BY B. SMITH to create a Council Committee to seek alternatives to house FCSS staff at an alternate location.

Carried

Members will be representatives from Planning and Development, Community Services, and three Councillors. The Committee, once formed, will select a Chairman for the Committee.

Resolution #CM20170424.1021

MOVED BY B. SMITH to form a FCSS Space Needs Committee consisting of three (3) representatives from the Planning and Development and Community Services Departments, and three (3) Councillors.

Carried

Resolution #CM20170424.1022

MOVED BY P. HARRIS to defer the appointment of Councillors on the FCSS Space Needs Committee to the May 8, 2017 Regular Council Meeting.

Carried

Action List up to and Including

Action list up to and including March 27, 2017.

March 27, 2017

(INFORMATION ITEMS)

(Issue #20170407006)

**Property Tax
Bylaw 3064**

(ADDENDUM)

(Issue #20170420001)

Dan Sieben, Manager of Financial Services, noted that the 2017 Property Tax Bylaw is being presented for Council's approval based on the final approved budget. All readings of the 2017 Property Tax Bylaw are required prior to generating, balancing, printing, and preparation of tax notices for mailing in May 2017.

Resolution #CM20170424.1023

MOVED by D. BEESTON that 2017 Property Tax Bylaw 3064 to authorize the rate of taxation to be levied against assessable property within the County of Grande Prairie No. 1 for the 2017 taxation year to be read a first time.

Carried

Resolution #CM20170424.1024

MOVED by P. HARRIS that Bylaw 3064 be read a second time.

Carried

Resolution #CM20170424.1025

MOVED by K. ROSVOLD that Bylaw 3064 be given consent for third and final reading.

Carried

Resolution #CM20170424.1026

MOVED by D. BEESTON that 2017 Property Tax Bylaw 3064 to authorize the rate of taxation to be levied against assessable property within the County of Grande Prairie No. 1 for the 2017 taxation year be read a third time and finally passed.

Carried

**COUNCIL
MEMBER
REPORTS**

Councillor Beck attended and commented on:

- 2017 Final Budget Meeting; and
- FCSS Advisory Board Meeting.

Councillor Rosvold attended and commented on:

- Rural Homelessness Conference;
- Regional Landfill Meeting;
- Meeting with the SPCA;
- Assessment Review Board (ARB) Member Certification courses;
- fundraiser for the La Glace Recreation Centre;
- FCSS Advisory Board Meeting;
- 2017 Final Budget Meeting;
- Aquatera Wastewater Facility Grand Opening; and
- will be attending the "Jail and Bail" event on Saturday in La Glace.

Councillor Smith attended and commented on:

- request from Cemetery Committee in Hythe for partnership on a colombarium. They have asked whether they could apply to the

County's Major Capital Grants. There was considerable discussion in regards to what was done in Beaverlodge by Oliver's Funeral Home, and what is proposed in La Glace and Teepee Creek. It was noted that the Emerson Trail Cemetery will fund the colombarium on a cost recovery basis (approximately \$900 per niche). All communities will be applying for the Cemetery Grant and hope to reimburse the cost of the colombarium with the grant funds received each year. Hythe will apply for both the Cemetery Grant, and a Major Capital Grant.

- Peace Library System meeting in Hythe on Saturday: \$1,010,000 Provincial grant given to make changes and renovations for libraries; the Carbon tax will cost \$3600/year extra. PLS looking to purchase a van for \$35,000 to cut down on travel costs.
 - On May 1, 2017, the Hythe Library will stop charging membership fees.

Deputy Reeve Sutherland attended the interviews for the new Executive Director of the Philip J. Currie Dinosaur Museum.

Councillor Beeston attended and commented on:

- thanked Council for attending the Senior's Lunch in Clairmont;
- Public Works Committee Meeting;
- Sexsmith Fire Hall tour of the new building;
- 2017 Final Budget meeting: commented on the hard work done by County staff;
- Aquatera Wastewater Facility Grand Opening; and
- 10 year Anniversary for the YMCA - lots of community and corporate support at the event.

Councillor Bulford had nothing additional to report.

Councillor Harris attended the Sexsmith Fire Hall tour and thanked Councillor Beck for arranging the tour with Mayor Claude Lagace.

ADMINISTRATIVE REPORTS

CAO, Bill Rogan will be attending the First Nations Consultation meeting on Wednesday with Deputy Reeve Sutherland.

Mr. Van Volkingburgh commented on:

- working on the last contract for paving from the Final Budget meeting. He asked Council that they supply their additional roads by the time borrowing bylaw comes into effect (early May);
- graders working on repairing roads: repairs being done to the larger frost boil areas first, then fixing the areas with rig-mats down;
- provided an update on the Wedgewood slumping issues: surveying is done, pins are put in and bore holes have been dug. Should have the final report done by mid-May, and any remediation suggestions will be included in that report at that time.

- Councillor Bulford inquired where the additional gravel program will start. Mr. Van Volkingburgh responded that there is no set location for the start of the gravel program, and that they usually don't start the program until after the long weekend in May. They are still working on repairing the roads before more gravel can be put on them.

Mr. Lapp commented on:

- first Community Input sessions for the Growth and Economic Development Study beginning this week and encouraged Councillors to attend if possible; and
- the trail construction estimates from Beairsto & Associates Engineering is approximately \$185-195/meter and the estimate from Helix Engineering is about \$150/meter. This information was taken from their bids for Phase 2 in Clairmont (for 169 meters length, and a 3 meter wide trail). This information was supplied as per the request from Deputy Reeve Sutherland during the River of Death and Discovery Dinosaur Museum Society presentation.

Mrs. Sauvé commented on:

- upcoming meeting with Aquatera on Utility Rate Bylaw updates; and
- herself and Mr. Miller have a meeting next week in regards to the Fire Fighter negotiation meetings which are set for July 2017.

Mr. Miller commented on:

- new Deputy Fire Chief position will be announced this week; and
- will be away Tuesday - Wednesday, with Stuart Rempel, Manager of Regional Enforcement Services, as Acting Director.

ADJOURNMENT

Resolution #CM20170424.1027

MOVED by P. HARRIS that the meeting adjourn at 3:31 p.m.

Carried

These minutes approved the _____ day of _____ 2017.

Reference # _____

REEVE

COUNTY ADMINISTRATOR