



County of Grande Prairie No. 1

June 26, 2017 Council Meeting

Meeting Type : Regular Council Meeting

Date : Monday, June 26, 2017

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
- Harold Bulford
- Peter Harris
- Bob Marshall
- Brock Smith
- Karen Rosvold

4. Chief Administrative Officer

- Bill Rogan

5. Directors

- Arlen Miller
- Dale Van Volkingburgh
- Dawn Sauv 
- Nick Lapp

6. Manager of Legislative Services

- Sheryle Runhart

7. Recording Secretary

- Tatiana Catana

**CALL TO ORDER
AND QUORUM**

The meeting was called to order at 10:02 a.m. with the singing of O'Canada.

**ADOPTION OF
AGENDA**

Resolution #CM20170626.1001

MOVED by B. MARSHALL that the agenda for the June 26, 2017 Council Meeting (2017/06/26) be approved with the with the following additions:

- New Business - Division 5 Road Bonding added by Councillor Marshall (Item 11.8);
- Addendum - Alberta Electoral Boundaries Commission 2017 Interim Report and County Position (Item 17.1).

Carried

**MINUTES
APPROVAL**

Resolution #CM20170626.1002

MOVED by P. HARRIS that the minutes for June 12, 2017 Council Meeting (2017/06/12) be approved with the following change:

- Under Council Reports: Councillor Rosvold attended the 7th Annual Odyssey House Charity Golf not the GPRC Golf Tournament.

Carried

**10:10 a.m. -
County Aquatera
Utility Bylaw -
Bylaw 3070**

(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170615019)

CAO, Bill Rogan noted that County staff and Aquatera have been working together over the past year to update the outdated County Aquatera Utility bylaw. Bernd Manz, Aquatera CEO, was present at the meeting to answer any questions and noted that the changes listed below were necessary to bring the bylaw up to date:

- General cleanup of document, adding consistent language and structure throughout;
- Removed stated code but referenced regulations to prevent outdated information;
- Removed sections and definitions no longer relevant, added new definitions, and revised definitions;
- Updated and clarified technical information;
- Updated penalty provision and rate schedule structure;
- Added provisions for properties with groundwater wells when connecting to Aquatera Water Services;
- Updated and standardized provisions for Utility Accounts, including requiring notice to transfer, or close an account;
- Requirement to install interceptors to prevent grease, oil, mud, and dental amalgam from entering the Wastewater System.

The original Aquatera Bylaw was initiated in 2004 and has remained relatively unchanged since that time with the exception of the schedule of fees.

Resolution #CM20170626.1003

MOVED by B. MARSHALL that County Aquatera Utility Bylaw - Bylaw 3070 be read a first time with the following amendments:

- Schedule B, Section 1.11: remove the term Discontinuation from the definition of shut off.
- Schedule B, Section 17: add the words "...unless authorized by the Aquatera Manager."
- Schedule B, Section 52 and 53: remove the capitalization on Meter valves.
- Schedule B, Section 64: replace the word "disconnected" with the term "Shut Off" as it has been previously defined in section 1 .11.
- Schedule B, Section 68: replace the term "disconnect with the term "Discontinue" as this has been previously defined in section 1.6.

Carried

Resolution #CM20170626.1004

MOVED by D. BEESTON that County Aquatera Utility Bylaw - Bylaw 3070 be read a second time.

Carried

Resolution #CM20170626.1005

MOVED by P. HARRIS that County Aquatera Utility Bylaw - Bylaw 3070 be given consent for third and final reading.

Carried

Resolution #CM20170626.1006

MOVED by R. SUTHERLAND that County Aquatera Utility Bylaw - Bylaw 3070 be read a third time and finally passed.

Carried

Clairmont Transit
(UNFINISHED BUSINESS)
(Issue #20170509001)

Kathleen Turner, FCSS Director, noted that a quote for the transit program between Clairmont and the City of Grande Prairie was received from a contractor. Unfortunately, the quote does not address items that were requested.

Based on lack of information and the inability to meet deadlines, at this time Administration does not recommend proceeding with a contract with this contractor.

The GreenTRIP grant is to be expended by December 31, 2017, however Administration was advised that a written request to extend that deadline would be considered.

The County has been pursuing a transit system between Clairmont and the City of Grande Prairie since 2014. Council directed Administration to explore a partnership with the City of Grande Prairie where they would operate the bus for the County on a cost recovery basis. After several delays and meetings the City declined to partner on this project citing that public transit would encourage further development in the County which they could not support. Further, they stated they would prefer to deal with all regional agreement issues as one agreement instead of doing so individually.

The Grande Prairie Regional Hospital Economic Impact and Gap Analysis was completed in October 2016 to measure the economic impact of the \$730 million dollar facility and to assess the region's capacity for supporting the increase in demand arising from the requirements of the new regional hospital. The report identified critical gaps in regional bus services for transporting patients and visitors to Grande Prairie from catchment areas.

There was discussion on:

- Transportation Master Plan discussion;
- Needs Assessment Study;
- cost of operation of a transit system;
- Clairmont downtown core development;
- initiating ICF discussion with the City of Grande Prairie.

Resolution #CM20170626.1007

MOVED by B. MARSHALL to direct Administration to continue exploring options and also ensure that the implementation of transit is included in the upcoming ICF discussions with the City of Grande Prairie.

Carried

Resolution #CM20170626.1008

MOVED by D. BEESTON to direct Administration to write a letter to Alberta Infrastructure requesting an extension of the GreenTRIP funding deadline.

Carried

Resolution #CM20170626.1009

MOVED by D. BEESTON to direct Administration to write a letter to the City of Grande Prairie indicating that the County is prepared to start ICF discussions as required by the province, and to ensure regional transportation is included in the discussions.

Carried

**10:40 a.m. -
Bezanson
Agricultural
Society**

(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170616015)

Christine Rawlins, Manager of Parks and Recreation, noted that Bezanson Agricultural Society has requested the opportunity to present an update on their Regional Community Cultural Centre. The Society is seeking bridge financing for the Centre in the amount of \$350,000 (in addition to the \$1.8 million the County has already allocated for this project) to offset the shortfall on the \$4 million total budget. Construction is scheduled to commence Fall 2017 and they will request a draw on the original \$1.8 million at that time. The Society was also seeking a grant of \$350,000 from the County.

Laura LaValley, Capital Campaign Manager and Rick Friesen, Building Committee Chairman were in attendance on the Society's behalf and presented Council with information on:

- Capital campaign progress;
- Tendering process;
- Budget shortfall;
- Project Construction start date;
- Future planning.

Council thanked Mrs. LaValley and Mr. Friesen for the presentation.

Resolution #CM20170626.1010

MOVED by H. BULFORD to approve funding for the Bezanson Agricultural Society Regional Community Cultural Centre in the amount of \$350,000 to be paid out as follows: \$175,000 in 2017 and \$175,000 in 2018 with the funding to come from the Community Aggregate Reserve.

Carried

Resolution #CM20170626.1011

MOVED by H. BULFORD to direct Administration to work with the Bezanson Agricultural Society to identify additional sources for bridge financing as it becomes required.

Carried

Resolution #CM20170626.1012

MOVED by K. ROSVOLD that the meeting be recessed *11:12 a.m.* for a short break and to reconvene at *11:25 a.m.*

Carried

**11:00 a.m. -
Wembley &
District
Agricultural
Society
Recreation
Centre Upgrade**
(DELEGATIONS AND
APPOINTMENTS)
(Issue #20170614004)

The meeting was reconvened at *11:23 a.m.*

Christine Rawlins, Manager of Parks and Recreation, noted that Wembley & District Agricultural Society has partnered with the Parks and Recreation Department at the Town of Wembley to upgrade and expand the existing recreation center (also known as the arena) to meet the increasing needs of the community and surrounding area. The two partners have created an initial expansion concept, with the next step being a formal feasibility study by GEC Architecture of Edmonton. The study must be completed before the Society and Town can move forward and apply for grants.

The study will include (a) an assessment of the structural integrity of the building, (b) a concept design for upgrades and additions, and (c) a construction cost estimate. The consultants aim to deliver a report to stakeholders by Fall 2017. GEC Architecture have quoted the study at \$42,000; travel costs for three trips to Wembley would be an additional expense.

The Town of Wembley has committed \$25,000 towards the cost of the feasibility study, and the Society is seeking additional funding to help offset the total estimated cost of \$50,000.

Council requested that the Feasibility Study be forwarded to County Council for review once completed.

Christina Ketchum, Director of Parks & Recreation for the Town of Wembley and Tanya Skinner, President of Wembley Agricultural Society were present at the meeting to answer any questions.

Resolution #CM20170626.1013

MOVED by B. SMITH to approve the request from the Wembley & District Agricultural Society to fund the remaining \$25,000 for the Feasibility Study for the Recreation Centre upgrade to come from the Community Grants Reserve or another source to be determined by Administration.

Resolution #CM20170626.1014

MOVED by R. SUTHERLAND to table until next Council Meeting
Councillor Smith's motion: to approve the request from the Wembley & District Agricultural Society to fund the remaining \$25,000 for the Feasibility Study for the Recreation Centre upgrade to come from the Community Grants Reserve or another source to be determined by Administration.

Defeated

Resolution #CM20170626.1015

MOVED by B. SMITH to approve the request from the Wembley & District Agricultural Society to fund the remaining \$25,000 for the Feasibility Study for the Recreation Centre upgrade to come from the Community Grants Reserve or another source to be determined by Administration.

Carried

**Recreation
Advisory
Committee
Motions**

(UNFINISHED BUSINESS)
(Issue #20170616013)

Christine Rawlins, Manager for Parks and Recreation, noted that the June 15, 2017 Recreation Advisory Committee (RAC) meeting included several time sensitive motions that require approval by Council. The remaining RAC motions will be brought forward to the July 17, 2017 Council meeting.

The motions presented below can be approved in one collective motion or individually:

- Moved by L. Beaupre to approve the missed Operating Assistance Grants out of 2017 Community Assistance budget:
 - (a) \$1,500 to cover the Wapiti Dunes Development Society insurance premium,
 - (b) \$1,000 to Riverview Pines Park for neighbourhood ice surface improvements via Policy K11,
 - (c) \$5,000 to Clairmont Community School for swim and ski lessons.
- Moved by L. Beaupre to sponsor the 2017 Kids Zulu Challenge at the Gold Sponsor level for \$5,000 from Community Assistance.
- Moved by D. Beeston to approve Clairmont for \$1,000 under the Community Beautification Initiatives Policy (K12) funded from

the Communities in Bloom operating line in the Recreation and Culture budget.

- Moved by B. Marshall to approve \$1,000 in funding for the La Glace Community Walking Trail to come from Community Assistance.
- Moved by L. Beaupre to return \$1,024.30 in collected fundraising back to the Carriage Lane Playground Fundraising, with no additional funds for the New Westminister playground.
- Moved by B. Marshall to sponsor the Big Lakes Charity Golf Tournament at the Bronze level for \$1,000 from Community Assistance.
- Moved by L. Beaupre to sponsor the Mackenzie Regional Charity Golf Tournament for \$1,000 from Community Assistance.
- Moved by L. Beaupre to put the Mackenzie Regional Golf Tournament in Council's calendar (one entry per tournament included with sponsorship) and anyone else who would like to attend Big Lakes or Mackenzie tournaments have their entry paid for from Council Initiatives.
- Moved by D. Beeston to become a Game Day sponsor of the County Brewers Baseball Team (requesting July 4th opening game) for \$500 from Community Assistance.

Resolution #CM20170626.1016

MOVED by B. MARSHALL to approve the Recreation Advisory Committee motions as presented.

Carried

**Request for
Cancellation of a
Beaver Control
Invoice**

(NEW BUSINESS)
(Issue #20170616004)

Sonja Raven, Agricultural Fieldman, noted that Councilor Smith received a request from a rate payer to have Council consider the cancellation of a Beaver Control invoice in the amount of \$157.50.

Administration provided Council with circumstances surrounding the initial request for the service and the action that was taken, resulting in the rate payer being sent the invoice.

Resolution #CM20170626.1017

MOVED by P. HARRIS to take no action on the request for cancellation of a beaver control invoice.

Carried

**Petition - Paving
Roads in Jersey
Meadows**

(NEW BUSINESS)
(Issue #20170619001)

CAO, Bill Rogan noted that Administration has received a petition with respect to "Paving Roads in Jersey Meadows". This petition, under section 219-226 of the *Municipal Government Act* has been determined to be sufficient.

Now that Council has received a sufficient petition, under s. 394 of the *Municipal Government Act* "... the municipality must prepare a local improvement plan". Then, in accordance with the *Act*, once the Local

Improvement Plan is prepared, the municipality must send a notice to the persons who will be liable to pay the local improvement tax which will include a summary of information included in the local improvement plan.

Resolution #CM20170626.1018

MOVED by H. BULFORD to deem the petition sufficient and to proceed with the Local Improvement Plan and send a notice to the persons who will be liable to pay the local improvement tax under s.396(1) of the *Municipal Government Act*.

Carried

**PT.
SW-22-70-5-W6 /
SOUTHWEST
DESIGN &
CONSTRUCTION/
ACCESSORY
BUILDING
(262'x105')/ FILE
NO.
PLDEV20170314
(NEW BUSINESS)
(Issue #20170620006)**

Simon Bossen, Temporary Planning Student, noted that this is a development permit application for an accessory building (262'x105') located on PT. SW-22-70-5-W6, within the RM-DC District, approximately 5 miles southeast of the City of Grande Prairie and adjacent to Resources Road.

Administration recommended that the development permit be approved, subject to the following conditions:

1. The site is developed according to site plan submitted.
2. The development conforms to the district requirements of the Rural Industrial Direct Control (RM-DC) District.
3. The applicant shall obtain Safety Code Permits to ensure the development complies with the Alberta Fire Code and Alberta Building Code. The applicant shall work with the County Planning and Development Department and the County Fire Department to ensure compliance with all Codes.
4. All construction debris to be contained within an enclosed area by way of waste bins and /or temporary fencing to be prevented from blowing onto neighbouring lands. All debris is to be removed from the site within one month of completion of construction. During the construction of the development works, the Developer, agents, and contractors shall cause all work to be conducted diligently, in a workmanlike manner, according to the requirements and specifications of the County of Grande Prairie and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.

Resolution #CM20170626.1019

MOVED by B. MARSHALL that the development permit for PT. SW-22-70-5-W6 / Southwest Design & Construction for an accessory building be approved with the four conditions:

1. The site is developed according to site plan submitted.
2. The development conforms to the district requirements of the Rural Industrial Direct Control (RM-DC) District.
3. The applicant shall obtain Safety Code Permits to ensure the development complies with the Alberta Fire Code and Alberta

Building Code. The applicant shall work with the County Planning and Development Department and the County Fire Department to ensure compliance with all Codes.

4. All construction debris to be contained within an enclosed area by way of waste bins and /or temporary fencing to be prevented from blowing onto neighbouring lands. All debris is to be removed from the site within one month of completion of construction. During the construction of the development works, the Developer, agents, and contractors shall cause all work to be conducted diligently, in a workmanlike manner, according to the requirements and specifications of the County of Grande Prairie and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.

Carried

**Tender Award for
Bridge
Replacement -
BF.71051 &
BF.75040**

(NEW BUSINESS)
(Issue #20170621003)

Dale Van Volkingburgh, Director of Public Works, noted that tenders were open for bridge replacement BF.71051 and BF.75040 on June 20, 2017 and the following bids were received:

Contractor	Tender Amount
MDP Oilfield Services Ltd.	\$477,707.80
1690082 Alberta Ltd.	\$602,562.00
Cox contracting Ltd.	\$671,500.00
Inline Contracting Partnership	\$744,400.00
S & K Structures Ltd.	\$754,425.00

MPA Engineering Ltd. recommends awarding the contract to the low bid received from MDP Oilfield Services Ltd. in the tender amount of \$477,707.80. The estimated total cost for the project including construction, engineering and contingency is \$625,000.00.

Resolution #CM20170626.1020

MOVED by B. SMITH to award the contract to the low bidder MDP Oilfield Services Ltd. in the tender amount of \$477,707.80 with an anticipated project total of \$625,000.00 which includes construction, engineering and contingency for BF.71051 and BF.75040 with the \$14,000.00 deficit to come from the Bridge Reserve.

Carried

**Tender Award for
Bridge
Replacement -
BF.72462 &
BF.76070**

(NEW BUSINESS)
(Issue #20170621005)

Dale Van Volkingburgh, Director of Public Works, noted that tenders were open for Bridge Replacement BF.72462 and BF.76070 on June 20, 2017 and the following bids were received:

Contractor	Tender Amount
MDP Oilfield Services Ltd.	\$429,370.60
Cox Contractors Ltd.	\$570,740.00
1690082 AB Ltd.	\$659,494.00
S & K Structures Ltd.	\$742,875.00
In-Line Contracting Partnership	\$879,400.00

MPA Engineering Ltd. recommends awarding the contract to the low bid received from MDP Oilfield Services Ltd. in the tender amount of \$429,370.60. The estimated total cost for the project including construction, engineering and contingency is \$576,000.00.

Resolution #CM20170626.1021

MOVED by P. HARRIS to award the contract to the low bidder MDP Oilfield Services Ltd. in the tender amount of \$429,370.60 with an anticipated project total of \$576,000.00 which includes construction, engineering and contingency for BF.72462 and BF.76070. The \$30,000.00 budgeted surplus to go back into the Bridge Reserve.

Carried

**Tender Results
for Beaverlodge
Shop Addition**

(NEW BUSINESS)
(Issue #20170529002)

Dale Van Volkingburgh, Director of Public Works, noted that tenders were open for the Beaverlodge Shop addition on May 25, 2017 and the following bids were received:

Contractor	Bid Amount
K.Shaw & Sons Contracting (2009) Ltd.	\$ 909,925.00
Zinterer Construction Ltd.	\$ 937,625.52
T-West Construction Ltd.	\$ 949,393.35
Pinnacle Corp Construction Management	\$1,110,375.00

Field Engineering & Associates Ltd. recommends awarding the contract to the low bid received from K. Shaw & Sons Contracting (2009) Ltd. in the amount of \$909,925.00. The estimated total cost for the project including construction, engineering and contingency is \$961,606.92.

Resolution #CM20170626.1022

MOVED by P. HARRIS to not approve the tender results for the Beaverlodge Shop addition and to review the project and submit a new estimate to the fall 2018 budget.

Carried

**Lagoon
Desludging**

(NEW BUSINESS)
(Issue #20170621004)

Dale Van Volkingburgh, Director of Public Works, noted that the tender for Services for Sanitary Sewage Desludging closed on June 14, 2017. Administration received four bid submissions of which one bid met all requirements.

Taber Solids Controls (1988) Ltd. submitted a bid for desludging both La Glace and Bezanson Lagoons in the amount of \$253,555.00, however, a 10% contingency was not included. The total project cost including trucking is \$279,000 with a 10% contingency included. The desludging budget needs to be increased by \$29,000.00.

The Bezanson lagoon desludging is budgeted at \$250,000, and the La Glace lagoon desludging was not budgeted for as it came forward during design stage of the lagoon repair.

Resolution #CM20170626.1023

MOVED by P. HARRIS to enter into an agreement with Taber Solids Control (1988) Ltd. for Services for Sanitary Sewage Desludging for the Bezanson lagoon and La Glace lagoon in the tender amount of \$253,555.00 and to include the 10% contingency, total project cost for desludging two lagoons being \$279,000.00 with \$29,000 deficit to be funded from the Clairmont Landfill Reserve.

Carried

**Division 5 Road
Bonding - Item
added by
Councillor
Marshall**

(NEW BUSINESS)
(Issue #20170626003)

Item added to the Council Agenda by Councillor Marshall.

Councillor Marshall noted that he met with the Public Works department to discuss existing gravel allocations and condition of the roads and that he would like to request Council to approve a transfer of \$170,000 from Division 5 Road Bonding to the 2017 Gravel Program for Division 5.

Resolution #CM20170626.1024

MOVED by B. MARSHALL to transfer \$170,000 from Division 5 Road Bonding to the 2017 Gravel Program for Division 5.

Carried

Resolution #CM20170626.1025

MOVED by B. MARSHALL that the meeting be recessed *12:11 p.m.* for lunch and to reconvene at *1:00 p.m.*

Carried

**AAMDC
Submission re:
First Nations
Consultation
Policy**

(INFORMATION ITEMS)
(Issue #20170620007)

The meeting was reconvened at *1:02 p.m.*

CAO, Bill Rogan noted that the County of Grande Prairie has received a letter from AAMDC that was written to the Honourable Richard Feehan, Minister of Indigenous Relations on the subject of AAMDC submission regarding First Nations Consultation Policy.

**Alberta Electoral
Boundaries
Commission 2017
Interim Report
and County
Position**

(Issue #20170623002)

CAO, Bill Rogan noted that Administration is requesting direction from Council in order to put forward a submission to the Electoral Boundaries Commission. The Commission will be accepting written submissions until July 16, 2017 and will hold a public hearing on July 17, 2017 at 1:00 p.m. at the Sandman Hotel in the City of Grande Prairie.

Administration presented Council with background information on electoral divisions and options to consider. Council directed Administration to seek input from neighbouring municipalities regarding the options provided.

Resolution #CM20170626.1026

MOVED by D. BEESTON to create a submission based on maintain the status quo and include Alternatives A and Alternative B and submit to the Commission. Assign a representative to present the submission at the July 17 public hearing.

Withdrawn

Personnel

(IN CAMERA)

(Issue #20170621001)

Resolution #CM20170626.1027

MOVED by H. BULFORD that the meeting go in to In-Camera, at 1:39 p.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 Personnel.

Carried

Land

(IN CAMERA)

(Issue #20170621009)

Resolution #CM20170626.1028

MOVED by P. HARRIS that the meeting come Out-of-Camera at 3:35 p.m.

Carried

Dawn Sauvé, Director of Corporate Services exited the meeting at 3:00 p.m.

Nick Lapp, Director of Planning and Development exited the meeting at 3:13 p.m.

**COUNCIL
MEMBER
REPORTS**

Councillor Harris attended:

- South Peace Regional Archives Meeting.

Councillor Marshall attended:

- PAZA Annual General Meeting.

Reeve Beaupre and Council thanked all County staff for making the County Open Houses a successful event.

ADJOURNMENT

Resolution #CM20170626.1029

MOVED by P. HARRIS that the meeting adjourn at 3:41 p.m.

Carried

These minutes approved the _____ day of _____ 2017.

Reference # _____

REEVE

COUNTY ADMINISTRATOR