



County of Grande Prairie No. 1

September 11, 2017 Council Meeting

Meeting Type : Regular Council Meeting

Date : Monday, September 11, 2017

Start time : 10:00 AM

Location : County of Grande Prairie No. 1 Administration Building

Minutes

ATTENDANCE

Present were:

1. Reeve

- Leanne Beaupre

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 Sauvé
- Matthew Konowalchuk, Acting Director of Planning and Development

6. Manager of Legislative Services

- Sheryle Runhart

7. Recording Secretary

- Megan McCormick

Absent:

2. Deputy Reeve

- Ross Sutherland

CALL TO ORDER AND QUORUM

The meeting was called to order at 10:00 a.m. with the singing of O'Canada.

ADOPTION OF AGENDA

Resolution #CM20170911.1001

MOVED by B. MARSHALL that the agenda for the September 11, 2017 Council Meeting (2017/09/11) be approved with the following additions:

- In-Camera Personnel (Item 20.3);
- In-Camera Land (Item 20.4).

Carried

Introduction of Rooke Idell - Legislative Services Administrative Assistant

(RECOGNITIONS AND INTRODUCTIONS)
(Issue #20170818011)

It was requested that this item be moved to the following Council meeting.

MINUTES APPROVAL

Resolution #CM20170911.1002

MOVED by H. BULFORD that the minutes for August 28, 2017 Council Meeting (2017/08/28) be approved as presented.

Carried

Resolution #CM20170911.1003

MOVED by P. HARRIS that the minutes for August 21, 2017 Council Meeting (2017/08/21) be approved as presented.

Carried

BYLAW 3074 - MUNICIPAL DEVELOPMENT PLAN

(BYLAWS)
(Issue #20170831008)

The Municipal Development Plan (MDP) addresses future land uses, policies for subdivision and land use bylaw amendments, the provision of required transportation systems and environmental matters within the municipality in accordance to Section 632 of the Municipal Government Act. The County of Grande Prairie has had a municipal plan to guide growth since 1981. The MDP has been amended and updated periodically to ensure that it functions as a dynamic and current planning tool.

The changes proposed to Bylaw 2360 are to a degree that Administration deems it appropriate to rescind the Bylaw and adopt Bylaw 3074 as the new Municipal Development Plan. Maps have been updated to include current City of Grande Prairie boundaries. The Municipal Development Plan update was initiated in response to Council's direction to review current subdivision policies as part of Council's Strategic

Priorities. Further exploration of the major changes to the Municipal Development Plan will be presented and discussed at Public Hearing on September 18, 2017. Administration is recommending that Bylaw 3074 be given first reading at this time.

Resolution #CM20170911.1004

MOVED by K. ROSVOLD that Bylaw 3074 - Municipal Development Plan, be read a first time.

Carried

**Roska DBO Inc. -
Removal of Tree Request**

(UNFINISHED BUSINESS)
(Issue #20170906006)

As per motion made by Councillor Marshall at the August 14, 2017 Council meeting, Public Works investigated the request made by Roska DBO Inc. to remove the trees along HWY 668 between Roska PTS Shop's fence line and the highway. Removal of the trees will cost approximately \$11,000.00. The price includes work from the 98 Street to 93 Street. There are quite a few dead trees and trees that have fallen onto the fence line. Should work go ahead funds could be taken from the Municipal Reserve. Other affected landowners have not yet been approached.

Resolution #CM20170911.1005

MOVED by B. SMITH for Administration to move forward with the work but consult with the other adjacent landowners who will be affected by the removal of the trees from the Municipal Reserve lands located on Highway 668 in the County Industrial Park between 98 Street and 93 Street before removing trees adjacent to their properties, with the funding to come from the Municipal Reserve.

Carried

**Staff Volunteerism for
Alberta Summer Games
2018**

(NEW BUSINESS)
(Issue #20170822007)

As with previous County sponsored events, Administration requests Council consider allowing staff paid time off work to volunteer at the 2018 Alberta Summer Games. Staff could be allowed up to two paid work days (varies from 14 - 20 hours, dependent on shift length) to volunteer with the 2018 Alberta Summer Games. The time of the volunteer work must conflict with scheduled work time. Staff may be granted additional time off as vacation time for more extensive volunteer commitments. This would not apply to staff who are assigned to work with the 2018 Alberta Summer Games.

Resolution #CM20170911.1006

MOVED by H. BULFORD that staff be granted up to two paid shifts off work to volunteer with the 2018 Alberta Summer Games if volunteer time conflicts with scheduled work time.

Carried

**Proclamation of United
Way Week - November 1**

A request was received from the United Way Alberta Northwest that the County of Grande Prairie proclaim November 1 - 7, 2017

- 7, 2017

(NEW BUSINESS)

(Issue #20170823011)

as United Way Week. The United Way Alberta Northwest acquires and coordinates resources to improve the quality of life for people in need throughout Northwestern Alberta.

Resolution #CM20170911.1007

MOVED by B. MARSHALL to proclaim November 1 - 7, 2017 as United Way Week in the County of Grande Prairie.

Carried

**SUBDIVISION TIME
EXTENSION REQUEST -
NE-12-73-6-W6 -
PLSUB20160184-1792468
Alberta Ltd.**

(NEW BUSINESS)

(Issue #20170824003)

Approval is requested for a subdivision time extension for file PLSUB20160184. This is the first time extension request for the file. The applicant is requesting the subdivision endorsement time extension in order to fulfill the conditions of approval that applies to this subdivision application. Administration recommends that the subdivision endorsement time extension request be approved.

**SUBDIVISION TIME
EXTENSION REQUEST -
NE-15-72-5-6-W6 -
PLSUB20160291 -
Hawker Group Inc.**

(NEW BUSINESS)

(Issue #20170824004)

Approval is requested for a subdivision time extension for file PLSUB20160291. This is the first time extension request for the file. The applicant is requesting the subdivision endorsement time extension in order to fulfill the conditions of approval that applies to this subdivision application. Administration recommends that the subdivision endorsement time extension request be approved.

**SUBDIVISION TIME
EXTENSION REQUEST -
SE-3-74-3-W6 -
PLSUB20150751-Ken
Peacock**

(NEW BUSINESS)

(Issue #20170825006)

Approval is requested for a subdivision time extension for file PLSUB20150751. The applicant is requesting the subdivision endorsement time extension in order to fulfill the conditions of approval that applies to this subdivision application. Administration recommends that the subdivision endorsement time extension request be approved.

Resolution #CM20170911.1008

MOVED by D. BEESTON to approve the three subdivision time extension requests in items 11.3, 11.4 and 11.5.

Carried

**Odyssey House - 1st
Annual Night of
Empowerment Gala**

(NEW BUSINESS)

(Issue #20170828010)

An invitation has been received to attend Odyssey House's first annual Night of Empowerment. The event is taking place on Saturday October 21, 2017 at the Pomeroy Hotel and Conference Centre. Tickets are \$75 each (which includes dinner) or the VIP Meet and Greet tickets (also including dinner) are \$125 each. It is recommended if Council chooses to attend that the funds come from Council Contingency fund which currently has \$10,000. Community Assistance Grant line and Council Initiatives line are fully expended.

Resolution #CM20170911.1009

MOVED by B. MARSHALL that any Councillor who wishes to attend may attend the Odyssey House Night of Empowerment with funds to come from the Council Contingency line.

Carried

**FCM Sustainable
Communities Award
Application**

(NEW BUSINESS)

(Issue #20170904001)

As part of the FCM Sustainable Communities Award Application, Administration is requesting a letter of support from County Council for the Landscape Recognition Program. FCM's Sustainable Communities Awards celebrate the most innovative sustainability and environmental initiatives in Municipalities of all sizes in all regions across Canada. Since 2000, FCM's Sustainable Communities Awards have generated national and regional recognition for sustainability initiatives that take an integrated approach to development, leading to environmental, economic and social benefits.

Resolution #CM20170911.1010

MOVED by P. HARRIS to write a letter of support for FCM's Sustainable Communities Award Application for the County's Landscape Recognition Program.

Carried

**Resolution for FCM's
MAMP Grant**

(NEW BUSINESS)

(Issue #20170905011)

County administration would like a Council Resolution for the Federation of Canadian Municipalities' Municipal Asset Management Program (MAMP) grant. FCM's Municipal Asset Management Program (MAMP) provides funding for projects that will help Canadian communities of all sizes enhance their asset management practices. The goal of the program is to help municipalities make informed investment decisions for infrastructure assets, such as roads, buildings, water supply and sanitation systems, in order to deliver value for money while best serving citizens' needs.

We will be applying for funding to have condition assessments done on the County's entire road network. This will further the development of our asset management plans, as well as become a useful tool in the budgeting and planning of capital road construction. Initial cost estimates for condition assessments of all gravel and surfaced roads have come in at a maximum of \$143,000 including 10% contingency. Funding for up to 80 percent of total eligible project costs, to a maximum of \$50,000 is available under MAMP. An additional revenue source for this project is the ACP Grant. Both grants are eligible for stacking. There was some discussion about the County's work to date on the Transportation Master Plan and how it would be incorporated into the condition assessments.

Resolution #CM20170911.1011

MOVED by B. MARSHALL be it resolved that the County of Grande Prairie Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Road Condition Assessments. Be it therefore resolved that should the County's MAMP application be approved, the County of Grande Prairie commits to conducting

the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Release a Request for Quote for the Road Condition Assessment project;
- Update the roads asset management plan with data acquired from the project; and
- Use the data to make more informed budget decisions.

Be it further resolved that the County of Grande Prairie forwards the road condition assessment project contribution of \$93,000 with funding options to be identified, to the 2018 fall budget negotiations.

Carried

National Joint Powers Alliance (NJPA) Program Pricing

(NEW BUSINESS)
(Issue #20170825004)

The NJPA program through the AAMD&C meets the requirements of the Northwest Trade Agreement and have provided a quote for a 14M #10 motor grader. The 14M grader is a large grader which is used by our Road Construction crew and can only be provided to us from a limited number of Vendors. Historically, the Public Works Department would do up an RFP to purchase; the NJPA program will allow us to buy direct from approved Vendors meeting the Northwest Trade Agreement through AAMD&C.

Resolution #CM20170911.1012

MOVED by P. HARRIS to approve the purchase of the 14M #10 Grader with Finning (Canada) a division of Finning International Inc. under the NJPA Program through AAMD&C for \$730,000.00 and proceed with the Contract Signing.

Carried

Hythe Nursing Home Foundation

(NEW BUSINESS)
(Issue #20170905020)

Hythe Nursing Home Foundation is requesting a Council member sit on the Foundation Board. Meetings will be held quarterly. Councillor Rosvold noted she attended the AGM and that they have a new board and are looking for some experienced members.

Resolution #CM20170911.1013

MOVED by K. ROSVOLD to have one member of Council sit on the Hythe Nursing Home Foundation board.

Defeated

The Great War Gala

(NEW BUSINESS)
(Issue #20170905021)

The South Peace Regional Archives and Friends of the Archives Society have invited Council to attend "The Great War" gala being hosted on October 13, 2017 at the Pomeroy Hotel. The Archives is generously offering two complimentary tickets to the gala in appreciation of the support they receive from the County. Additional tickets can be purchased at \$100/person. It is recommended if Council chooses to attend that the funds come

from Council Contingency fund which has \$10,000. Community Assistant Grant line and Council Initiatives Line are fully expended.

Resolution #CM20170911.1014

MOVED by P. HARRIS that any Councillor that chooses to attend the South Peace Regional Archives Great War Gala may attend, with the funds coming from Council Contingency line.

Carried

Letter from Municipal Affairs re: Centralization of Designated Industrial Property Assessment and Inclusion in the Transitory Hybrid Delivery Model

(INFORMATION ITEMS)
(Issue #20170831001)

The County received a letter from Alberta Municipal Affairs regarding the centralization of industrial property assessment and the County's inclusion in the Transitory Hybrid Delivery Model. Municipal Affairs has confirmed that the County is included in the hybrid delivery model, subject to reaching agreement on contractual details. Details will soon be communicated to all participating municipalities. Administration has responded positively to this letter and are expecting the contract to arrive soon.

COUNCIL MEMBER REPORTS

Councillor Smith attended and commented on:

- Medical Student Tour went very well;
- Beaverlodge will now have two medical clinics;
- Alberta Recycling Conference in Leduc; commented on the tour of the landfill and the solar panels at the recreation complex.

Councillor Rosvold attended and commented on:

- Alberta Recycling Conference in Leduc; commented on the solar array at the recreation complex.

Councillor Beck attended and commented on:

- Alberta Recycling Conference in Leduc; commented on the airport tour and solar array at the recreation complex;
- Grande Prairie Regional Recreation Advisory Committee Meeting; there are three municipalities to date that have brought back support for the half time administrator, the others have yet to take it to their Councils. The Interim terms of reference will be brought forward for review.

Councillor Marshall attended and commented on:

- PAZA Technical Committee Meeting; moving ahead with monitoring at the Pembina approach and recommend entering into a temporary contract with them;
- Alberta Recycling Conference in Leduc.

Councillor Harris attended and commented on:

- Nothing to report.

Councillor Bulford attended:

- Alberta Recycling Conference in Leduc.

Councillor Beeston attended and commented on:

- Landscape Recognition Award; did a tour with Planning and thought it was very well done;
- Mackenzie Golf Tournament for Heart and Stroke;
- PREDA AGM; the same executive were confirmed;
- G7 Railway to Alaska; would run from Fort McMurray to Delta Junction in Alaska and then join pipeline to Valdez. The project needs a champion from the provincial and federal governments. The project is fully funded.

Reeve Beaupre attended and commented on:

- G7 Railway to Alaska; Preston Manning spoke to the project and noted the difficulty in getting other government agencies on board and scheduling meetings with Federal Ministers;
- Tri Municipal Industrial Partnership Meeting; met with the General Manager and delegations there from Indigenous Affairs and Alberta Parks and Environment. They have been given direction to support the group as the project moves forward;
- Attended the Landscape Recognition Project tour and judging and thought it was very well done by staff.

Resolution #CM20170911.1015

MOVED by C. BECK to have Public Works investigate a request from residents bordering on Highway 59 west of Highway 2 at the railway tracks to have a "no engine retarder brakes" sign and bring back information to Council to forward to Alberta Transportation.

Carried

Resolution #CM20170911.1016

MOVED by K. ROSVOLD to write a letter to Alberta Transportation and CN with regards to fixing the approach to the track crossing on Highway 59 west of Highway 2 north of Sexsmith.

Carried

**ADMINISTRATIVE
REPORTS**

Bill Rogan, CAO attended and commented on:

- ARMAA; noted there was discussion on changes to the Municipal Government Act. Reeve Beaupre noted AAMDC has requested feedback on the changes. Mr. Rogan will include on a future agenda.

Dale Van Volkingburgh commented on:

- Gravel haul will be finishing up in Vanstone pit this week and moving to next pit;
- Spot construction crew will be moving to Councillor Rosvold's division;

- Haul road maintenance will be completed on the last day of operations at gravel pits;
- Will provide Councillors with the Road Stabilization Plan report once material has been added;
- Work has been completed on RR60. The contractor has done a very nice job of the landscaping and the resident that paid for frontage on his property, about 400m, requested that it be noted he had paid for that piece.

Nick Lapp arrived at 11:10 a.m.

Nick: Lapp commented on:

- Have chosen a winner for Landscaping Recognition Program and will announce later this week.

Dawn Sauvé commented on:

- Kronos is moving forward. The volunteer firefighters will be using the program shortly and salaried employees will be included by year end;
- Finance is working on the budget presentation that will be similar to last year;
- There was an inquiry about a mobile app for Kronos. Ms. Sauvé noted it is available but has not yet been tested. Information will be brought back in the spring once it has been tested to see how well it works.

Arlen Miller commented on:

- FireSmart program; received approval from the province on First Nation's consultation and will start next week. The next round is open and Administration will apply for the second phase of Bear Creek. That should finish off the Bear Creek project if we are successful.

Resolution #CM20170911.1017

MOVED by B. MARSHALL that the meeting be recessed 11:14 a.m.

Carried

The meeting was reconvened at 11:26 a.m.

Legal

(IN CAMERA)
(Issue #20170822009)

Resolution #CM20170911.1018

MOVED by D. BEESTON that the meeting go in to In-Camera, at 11:26 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 Legal.

Legal

(IN CAMERA)
(Issue #20170825005)

Resolution #CM20170911.1019

MOVED by K. ROSVOLD that the meeting come Out-of-Camera at 12:15 p.m.

Carried

Resolution #CM20170911.1020

MOVED by B. SMITH to authorize FCSS to move forward and sign a contract for 3500 square feet, with no mezzanine, at 9915 102nd Avenue in Clairmont for 3 years with an option for a 3 year renewal, with the contract to be reviewed by Administration and the County's legal representation. Furthermore, Administration is to bring back a funding source at a future meeting.

Carried

ADJOURNMENT

Resolution #CM20170911.1021

MOVED by P. HARRIS that the meeting adjourn at 12:18 p.m.

Carried

These minutes approved the _____ day of _____ 2017.

Reference # _____

REEVE

COUNTY ADMINISTRATOR