

MINUTES

The Council for Yellowhead County held a meeting on January 22, 2008 at 9:30 a.m. in the Council Chambers, at the Yellowhead County Administration Building in Edson, Alberta.

COUNCILLORS

PRESENT:

Gerald Soroka, Mayor
Larry Richter, Deputy Mayor & Councillor, Division No. 4
George Webster, Councillor, Division No. 1
Ewald Kwirant, Councillor, Division No. 2
Jay Lowe, Councillor, Division No. 3
William Velichko, Councillor, Division No. 6
Roxanne Scherger, Councillor, Division No. 7
Lavone Olson, Councillor, Division No. 8

COUNCILLORS

ABSENT:

Cheryl Bissell, Councillor, Division No. 5

ADMINISTRATION

PRESENT:

Jack Ramme, Chief Administrative Officer
Linde Proskow, Council Secretary/Recording Secretary
Catherine Adair, Communications Coordinator

STAFF

PRESENTATIONS:

Brent Shepherd, Planning Supervisor
Kelly Jensen, Planning and Subdivision Officer
Barb Lyons, Director of Corporate Services
Don O'Quinn, Director of Infrastructure Services
Mike Steffler, Project Engineer
Debbie Charest, Director of Community Services

Mayor Soroka called the council meeting to order at 9:30 a.m.

1.1 ADOPTION OF THE JANUARY 22, 2008 REGULAR COUNCIL MEETING AGENDA

RES 001-01-22-08

MOVED BY Councillor Kwirant that Council for Yellowhead County adopts the January 22, 2008 regular council meeting agenda with the following amendments:

- Add agenda item "4.7 AAMD&C Request for Input: Return to the Two-Licence Plate System"; and
- Add agenda item "4.8 Investment Review Committee – Appointments"; and
- Delete agenda item "6.1 Fire Bylaw Amendment".

CARRIED UNANIMOUSLY

2.1 ADOPTION OF THE DECEMBER 11, 2008 REGULAR COUNCIL MEETING MINUTES

RES 002-01-22-08

MOVED BY Councillor Webster that Council for Yellowhead County adopts the December 11, 2008 regular council meeting minutes as presented.

CARRIED UNANIMOUSLY

4.1 BOARD MEMBER REMUNERATION

Administration advised that Council had deemed that a Yellowhead County Recreation Board was appointed to perform such functions as might be assigned to it in accordance with Yellowhead County's Recreation Policy.

Pursuant to Bylaw No. 30.07, Section 3, the rate of remuneration for members-at-large for attending meetings and related duties would be as set as per policy 1100.09 - Board Member Remuneration.

Administration reviewed the Council principles for the Board Member Remuneration Policy 1100.09 and determined that the Policy be modified to include the Recreation Board in the Policy Application section.

RES 003-01-22-08

MOVED BY Councillor Scherger that Council for Yellowhead County adopts policy 1100.09 Board Member Remuneration with the addition of the Yellowhead County Recreation Board to the Policy Application as presented.

CARRIED UNANIMOUSLY

4.2 DONATION POLICY

Administration advised that over the course of the year, Yellowhead County received many requests for donations from various groups. Many of the groups were non-profit volunteer groups from within the County and the event they had organized was a fund raiser to help pay for a future program, operating costs of their halls etc.

On occasion, Yellowhead County supported these small endeavors when it was deemed prudent and in the best interest of the Municipality. As current Policy 11.08 was out of date Administration had prepared a draft Donations Policy for Council consideration. Draft Donations Policy 1100.11 reflected the direction the municipality had taken on few occasions, and detailed criteria that Council considered when making a decision with respect to donations.

In summary, the policy stated that Yellowhead County might (subject to criteria) support a donation or "in-kind" contribution to non profit volunteer groups that hosted an event that was in the interest of the County. Examples were fundraising to buy fire equipment, hall expansion, etc. Policy 1100.00 further stated that Yellowhead County would not make a donation to individuals, charitable causes, sport teams or religious organizations.

RES 004-01-22-08

MOVED BY Councillor Velichko that Council for Yellowhead County rescinds Donations Policy 11.08;

AND THAT Council for Yellowhead County approves Donations Policy 1100.11 as presented.

CARRIED UNANIMOUSLY

4.3 DONATION TO PROVINCIAL WRESTLING TOURNAMENTS

Administration advised they had received a request for donation to the Provincial Freestyle Olympic Wrestling Tournament and the Junior Olympics Junior High Provincial Tournament to be held in February 2008. The request was submitted by Anne Auriat, Tournament Coordinator.

The Provincial Freestyle Olympic Wrestling Tournament would attract 250 athletes to Edson on February 9, 2008. The Junior Olympics Junior High Provincial Tournament was scheduled for February 23, 2008 with 350 expected athletes. Both events would be hosted by Parkland School, Edson.

In addition to the athletes participating in the tournaments, there would be media focus on Yellowhead County as both events were Provincial. Hosting such events promoted healthy lifestyles while showcased the amenities of Yellowhead County.

Yellowhead County was a key sponsor in the Alberta Winter Games and had donated to other activities that Council deemed valuable. While Yellowhead County's Donation Policy, passed by Council in 1996, did not support this type of donation, Council had for the last four years elected to support worthy events. Administration brought forward a Request for Decision to rescind Donation Policy 11.08 and prepared Donation Policy 1100.11 which accurately projected Yellowhead County's position.

RES 005-01-22-08

MOVED BY Councillor Richter that Council for Yellowhead County donates \$300.00 in support of the Provincial Freestyle Olympic Wrestling Tournament and the Junior Olympics Junior High Provincial Tournament to be held in February 2008.

CARRIED UNANIMOUSLY

4.4 PEMBINA VALLEY REGIONAL AMBULANCE AGREEMENT

Administration advised that Yellowhead County was currently a member of the Pembina Valley Regional Ambulance Authority (PVRAA) which was comprised of the municipalities of Drayton Valley, Brazeau County, Parkland County, the Village of Breton and Yellowhead County. The County of Wetaskiwin left the authority over a year ago.

The current Authority Membership Agreement stated that the Authority met every three years to review the agreement. The review of the Agreement resulted in a few minor amendments being added to the agreement, most of which were grammatical in nature.

As Yellowhead County had considered leaving the Authority at the conclusion of the 2008 Ambulance contract, it was suggested that Council reword termination clause 7.1.1.

The current clause read as followed:

"The effective date of withdrawal of the municipality from the "Authority" shall be as of the expiry date of the contract year (December 31), which occurs at least (1) one year after written notice being given of the intention to withdraw."

Termination clause 7.1.1 would be amended as followed:

“The effective date of withdrawal of the municipality from the “Authority” shall be as of the expiry date of the contract year (December 31), which occurs at least (1) one year after written notice being given of the intention to withdraw, *or in the year the Ambulance Service subsidy agreement expires, (6) six months after written notice being given of the intention to withdraw.*”

RES 006-01-22-08

MOVED BY Councillor Richter that Council for Yellowhead County supports the draft Pembina Valley Regional Ambulance Agreement as presented with the inclusion of an amendment to clause 7.1.1 which would add the following to the end of the clause “*or in the year the Ambulance Service subsidy agreement expires, (6) six months after written notice being given of the intention to withdraw*”.

CARRIED UNANIMOUSLY

4.5 PEMBINA VALLEY REGIONAL AMBULANCE AUTHORITY

Administration advised that Yellowhead County was a member of the Pembina Valley Regional Ambulance Authority (PVRAA) which was comprised of the municipalities of Drayton Valley, Brazeau County, Parkland County, the Village of Breton and Yellowhead County. The County of Wetaskiwin left the authority over a year ago.

The Pembina Valley Regional Ambulance Authority (PVRAA) had a service contract with Associated Ambulance to provide service in the area and the contract would expire December 31, 2008, however the Pembina Valley Regional Ambulance Authority (PVRAA) had the right to negotiate a two year extension to the agreement.

Administration believed that Yellowhead County would be better served by leaving the Pembina Valley Regional Ambulance Authority (PVRAA) and tenders the area out under a separate contract or combines it with the Edson Ambulance District contract. In this way Yellowhead County might be able to get a better service model for the area.

Pursuant to the contract, a municipality that wished to withdraw must provide 1 year’s notice. As the agreement expired December 31, 2008, Yellowhead County could advise Pembina Valley Regional Ambulance Authority (PVRAA) to exclude Yellowhead County from any discussions with the operator to extend the current contract.

If Pembina Valley Regional Ambulance Authority (PVRAA) concurred with this course of action, Yellowhead County would then explore other options for service delivery for the east end of the County.

RES 007-01-22-08

MOVED BY Councillor Webster that Council for Yellowhead County tables item 4.5 Pembina Valley Regional Ambulance Authority (PVRAA) to a future Committee of the Whole meeting for further discussion.

CARRIED UNANIMOUSLY

4.6 FUNDING FOR ECONOMIC ACTIVITY AND INFRASTRUCTURE IMPACT STUDY

Administration advised that Yellowhead County was a member of the TransCanada Yellowhead Highway Association. The association was made up of municipalities, community organizations and businesses from Winnipeg to the Queen Charlotte Islands, all located along the Yellowhead Highway. It focused on lobbying to maintain and improve the highway, as well as develop it economically and as a tourist destination. As a member, Yellowhead County paid an annual per capita fee, in 2008 the fee would amount to \$1,277.72.

The organization maintained a website, www.yellowheadit.com and published an annual tourism guide. Currently they were looking to complete an Economic Growth and Infrastructure Impact Study through Western Economic Diversification (a federal program). The stated objective of this study was to grow stronger and more diverse economies within the communities on the Yellowhead Corridor through an expanded knowledge of the opportunities, resources and needs to achieve this growth.

In order to facilitate this study, the association requested a financial commitment. The TransCanada Yellowhead Highway Association suggested a guideline of \$250 to \$500 for municipalities with a population of 10,000 to 25,000, the category in which Yellowhead County fell into.

TransCanada Yellowhead Highway Association also requested that Yellowhead County council nominate a Councillor to represent Yellowhead County in the association. The Councillor would attend area meetings, conferences, special meetings and receive correspondence to pass on to the rest of Council.

RES 008-01-22-08

MOVED BY Councillor Richter that Council for Yellowhead County supports the Economic Growth and Infrastructure Impact Study the amount of \$500.00.

CARRIED UNANIMOUSLY

RES 009-01-22-08 MOVED BY Councillor Richter that Council for Yellowhead County appoints Mayor Soroka to represent Yellowhead County on the TransCanada Yellowhead Highway Association.

CARRIED UNANIMOUSLY

**4.7 ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS AND COUNTIES
REQUEST FOR INPUT: RETURN TO THE TWO-LICENCE PLATE
SYSTEM**

Administration advised that the Alberta Association of Municipal Districts and Counties had received a request for input from the Alberta Provincial Rural Crime Watch Association IN regard to a return to the two-licence plate system for Alberta vehicles. The Alberta Provincial Rural Crime Watch Association worked to reduce the incidence of crime in rural areas and focused on farmstead security, property identification and general rural crime awareness.

The Rural Crime Watch Associated request stemmed from Service Alberta's review of the province's current licence plate design. With Alberta's growing population, it was expected the province would run out of licence plate numbers in the next few years and Service Alberta was conducting a survey to garner Albertans' points of view.

One of the questions in the survey dealt with a possible return to the two-licence plate system, and specifically asked if the province should bring back the front licence plate. In addition to answering "yes" to this question, the Rural Crime Watch Association asked that all municipalities and counties submit letters in support of re-instituting the two-licence plate system. The Association felt that this system allowed school bus drivers, emergency response vehicles, parents and other concerned citizens to see the front licence plate and to potentially be able to copy/remember all of part of the letters and numbers in case of a crime. The Associated stated that this was not so easy to do when the plate was on the rear with a vehicle moving away in the opposite direction.

All letters of support would be compiled and delivered to the Minister of Service Alberta, Lloyd Snelgrove. The Rural Crime Watch Association had hopes that the provincial government would implement the new system before the issuance of the first newly-designed licence plate.

RES 010-01-22-08 MOVED BY Councillor Richter that Council for Yellowhead County directs Administration to submit a letter to the Minister of Service Alberta, Lloyd Snelgrove, in support of re-instituting the two-licence plate system.

CARRIED

4.8 INVESTMENT REVIEW COMMITTEE – APPOINTMENTS

Administration was advised that Council had been approached regarding the appointment of either a Council member or member-at-large to represent Yellowhead County on the Investment Review Committee. Council representative to the West Yellowhead Community Futures Board stated that they would clarify this request and bring the item back to Council at a future meeting.

RES 011-01-22-08 MOVED BY Councillor Lowe that Council for Yellowhead County accepts for information the request for a Yellowhead County representative to the Investment Review Committee.

CARRIED UNANIMOUSLY

5.1 2008 EVANSBURG - WILDWOOD GRAVEL CRUSHING AND STOCKPILE

In late December 2007, five (5) gravel supply tenders and one (1) winter graveling tender were closed as part of Yellowhead County's 2008 Gravel program. Based on the lowest bids received for each tender, the total overall cost was \$2,132,300, which was within 5% of the \$2,257,300 that was projected from the 2008 budget for the same amount of work. It was noted that the estimated quantities used for the 2008 interim budget were determined prior to finalizing the Tenders, and as a result the actual budgeted amount for these projects totaled \$2,484,300, which was a surplus of \$352,000. There were two (2) more tenders to be released for the 2008 summer graveling program which closed in late February. Once the remaining Tenders were closed, the total cost of the 2008 program would be evaluated.

For 2008, there had been an increase in the cost of gravel from 15% to 25% or \$1.00 to \$2.50 per tonne depending where in Yellowhead County the supply was located. Administration noticed a much higher increase this year in the purchase price of gravel in the Evansburg area, where the average price was approximately \$15.00 per tonne compared to those in the Edson area of \$11.00 per tonne. This was as a result of a much higher price in the Edmonton market of \$25.00 per tonne and contractors supplied that market.

Of the six contracts that were tendered, a list of bidders and results as well as Administrations estimate based on the same amount of work was as followed:

1) 2008 Evansburg/Wildwood Gravel Crushing and Stockpile	
Entwistle Concrete Ltd.	\$781,000.00
Jones Trucking and Backhoe Service Ltd.	<u>\$685,000.00</u>
Budget	\$725,000.00
2) 2008 Edson West gravel Crushing and Stockpile	
Associated Aggregates	<u>\$178,750.00</u>
Budget	\$172,500.00
3) 2008 Rosevear Gravel Crushing and Stockpile	
Gering Gravel Sales	<u>\$197,100.00</u>
Budget	\$243,000.00
4) 2008 Blackburn Gravel Supply	
Tri-Dave Gravel Sales Ltd.	\$762,500.00
Associated Aggregates Inc.	<u>\$847,500.00</u>
Budget	\$750,000.00
5) 2008 Wolf Lake Gravel Crushing and Stockpile	
Gering gravel Sales	\$191,250.00
Associated Aggregates Inc.	<u>\$187,850.00</u>
Budget	\$195,500.00
6) 2008 Evansburg – Wildwood Area Winter Gravel Program	
M Pidherney’s Trucking Ltd.	\$121,090.00
Associated Aggregates Inc.	<u>\$286,380.00</u>
Budget	\$171,300.00

RES 012-01-22-08

MOVED BY Councillor Webster that Council for Yellowhead County awards the 2008 Evansburg – Wildwood Gravel Crushing and Stockpile, to Jones Trucking and Backhoe Service Ltd. of Winfield, in the amount of \$685,000.00 (excluding GST);

AND THAT the 2008 Edson West Gravel Crushing and Stockpile was awarded to Associated Aggregates Inc. of Falun, in the amount of \$178,750 (excluding GST);

AND THAT the 2008 Rosevear Gravel Crushing and Stockpile was awarded to Gering Gravel Sales of Edson, in the amount of \$197,100.00 (excluding GST);

AND THAT the 2008 Blackburn Gravel Supply was awarded to Tri-Dave Gravel Sales of Edmonton, in the amount of \$762,500.00 (excluding GST);

AND THAT the 2008 Wolf Lake Gravel Crushing and Stockpile was awarded to Associated Aggregates Inc. of Falun, in the amount of \$187,850.00;

AND THAT the 2008 Evansburg Wildwood Area Winter Gravel Program was awarded to M. Pidherney’s Trucking Ltd. of Rocky Mountain House, in the amount of \$121,090.00.

CARRIED UNANIMOUSLY

5.2 AWARD OF GRADER SERVICES CONTRACT – WOLF LAKE ROAD GRADER BEAT

Administration advised that Request for Tenders for Grader Services for the Wolf Lake Road Grader Beat were received at Yellowhead County in Edson on Friday January 11, 2008. The following five tenders were received:

1. **McPhee Construction Ltd., Cat 140H** \$108.00/hr (1st year),
\$110.00/hr (2nd year),
\$112.00/hr (3rd year),
\$114.00/hr (4th year) and
\$116.00/hr (5th year).

Average rate \$112.00/hr.

- Cat 160H** \$112.00/hr (1st year),
\$114.00/hr (2nd year),
\$116.00/hr (3rd year),
\$118.00/hr (4th year) and
\$120.00/hr (5th year).

Average rate \$116.00 per hour.

2. **RodeCo ,** **Volvo G960** \$109.90/hr (1st year),
\$109.90/hr (2nd year),
\$114.90/hr (3rd year),
\$114.90/hr (4th year) and
\$119.90/hr (5th year).
Average rate \$113.90/hr.
- Volvo G970** \$114.90/hr (1st year),
\$114.90/hr (2nd year),
\$119.90.00/hr (3rd year),
\$119.90/hr (4th year) and
\$124.90/hr (5th year).
Average rate \$118.90/hr.
- Cat 160H** \$114.90/hr (1st year),
\$114.90/hr (2nd year),
\$119.90.00/hr (3rd year),
\$119.90/hr (4th year) and
\$124.90/hr (5th year).
Average rate \$118.90 per hour.
3. **Barmac Contracting Ltd.** – Tender rejected, No security deposit submitted.
4. **Britlan Road Maintenance** - \$140.00/hour (full term of contract).
5. **Cher-Noble Enterprises Ltd.** - \$157.40/hour plus 3% per year. Average rate \$169.13 per hour.

Administration evaluated all tenders and found that McPhee Construction Ltd. of Edson provided the best value (hourly rate and experience) to Yellowhead County. Currently McPhee's had one (1) contract for grader maintenance with Yellowhead County.

RES 013-01-22-08

MOVED BY Councillor Webster that Council for Yellowhead County awards the contract for Grader Services – Wolf Lake Road Grader Beat to McPhee Construction of Edson in the amount of \$112.00/hour for the first year, \$114.00/hour for the second year, \$116.00/hour for the third year, \$118.00/hour for the fourth year and \$120.00/hour for the fifth year, with an average rate of \$116.00/hour for a Cat 160H motor grader.

CARRIED

Mayor Soroka recessed the regular council meeting at 10:18 a.m.
Mayor Soroka reconvened the regular council meeting at 10:29 a.m.

6.2 AGRICULTURE SERVICES BURSARIES

Administration advised that at the September 20, 2007 Agricultural Service Board meeting, a motion was made that Administration develop an Agricultural Services Bursary Program with the \$29,000.00 balance generated from hosting the 2007 Agricultural Service Board Summer Tour. The details of the motion were that two - \$500.00 bursaries be awarded to Yellowhead County students who had been accepted to attend a post secondary institution where their major was agriculturally or environmentally related.

The Board discussed the possibility of having the bursary being available to all students entering a post-secondary educational facility. Agricultural and environmental programs were chosen, however, since the funds were generated from the Provincial Agriculture Services Board Tour. The bursary program would end once the reserve was depleted.

RES 014-01-22-08

MOVED BY Councillor Kwirant that Council for Yellowhead County approves the establishment of a reserve in the amount of \$29,000 for an Agricultural Services Bursary, being the balance remaining from the Agricultural Service Board Tour reconciliation;

AND THAT Yellowhead County Council approves the Agricultural Services Bursary Policy 6300.02 with implementation in the fall of 2008.

CARRIED UNANIMOUSLY

7.1 FIRST READING OF BYLAW NO. 37.07 BEING A BYLAW TO REDISTRICIT NE 10-53-18-W5M FROM RD – RURAL DISTRICT TO RI-RURAL INDUSTRIAL DISTRICT AND FIRST READING OF BYLAW NO. 1.08, BEING A BYLAW TO AMEND THE BRANCH CORNER AREA STRUCTURE PLAN

Administration advised that Robert A. Gliddon Surveys Ltd had submitted an application on behalf of Maurice and Shirley Desrosiers to redistrict the subject land from RD – Rural District to RI - Rural Industrial District to accommodate subdivision of a 6.0 hectare parcel from the existing 18.04 hectare (44.6 acre) parcel. For this purpose Administration had prepared Bylaw No. 37.07, which would amend the Land Use Bylaw to change the land use district from RD – Rural District to RI - Rural Industrial District for Pt. NE 10-53-18-W5M.

The land was within the planning area of the “Branch Corner Area Structure Plan, Bylaw 5.98, Municipal District of Yellowhead No 94” where, currently, use of the land as Agricultural (Small Holding)/Country Residential was indicated to be appropriate. Along with the change in the proposed use of the subject land an amendment to the Area Structure Plan was required, to ensure that planning documents affecting the land were consistent.

Administration had prepared Bylaw No. 1.08 for first reading. Bylaw No. 1.08 was a bylaw to provide for an amendment to the “Branch Corner, Area Structure Plan” to change “3.1, Land Use Concept” and “Future Land Use Concept” map, Figure 6 from Agricultural (Small Holding)/Country Residential to Industrial and to extend Highway Commercial along the highway frontage within the NE 10-53-18-W5M.

The land owner had not specified the form of future development for the proposed lot. The land was presently used for oilfield storage, the site of the land owners residence and commercial shop with a proposed office. Testing had shown that the land was not optimum for country residential development as the soils were unsuitable with respect to establishment of standard effluent disposal fields. However, a system was available that had been recommended by the developers engineer that dealt with the on site sewage disposal to meet all provincial standards.

Following circulation of the application for subdivision to adjacent land owner Yellowhead County received one letter of concern.

FIRST READING
RES 015-01-22- 08

MOVED BY Councillor Richter that Council for Yellowhead County gives Bylaw No. 37.07, being a bylaw to redistrict NE 10-53-18-W5M from RD – Rural District to RI – Rural Industrial District, first reading;

AND THAT Council for Yellowhead County forwards Bylaw No. 37.07 to a Public Hearing on February 26, 2008.

CARRIED UNANIMOUSLY

FIRST READING
RES 016-01-22- 08

MOVED BY Councillor Webster that Council for Yellowhead County gives Bylaw No. 1.08, being a bylaw to amend the Branch Corner Area Structure Plan, first reading;

AND THAT Council for Yellowhead County forwards Bylaw No. 1.08 to a Public Hearing on February 26, 2008.

CARRIED UNANIMOUSLY

7.2 FINANCIAL REPORTS – NOVEMBER AND DECEMBER 2007

Administration advised that the following financial reports for the period ending November and December 2007 had been reviewed by Council:

- Short Term and Long Term Investment Report to January 10, 2008.
- Financial Summary for November 2007, the un-audited report to December 2007 will be forthcoming.
- Payroll report for Salary, Council and Wage Staff in the amount of \$231,093.89 for November 2007 and \$247,137.34 for December 2007.
- Draft Salary and Benefit Disclosure to December 31, 2007.
- Listing of paid accounts (Cheques No. 58630-58982) for November 2007 in the amount of \$5,908,584.73 and for December 2007 (Cheques No. 58983-59392) in the amount of \$3,335,196.01.

Current policy was to provide Council with a monthly financial statement and listing of paid accounts for payment at the end of each month.

RES 017-01-22-08

MOVED BY Councillor Lowe that Council for Yellowhead County accepts the financial information as presented, being the Short Term and Long Term Investment Report to January 10, 2008, the Financial Summary for November 2007, Payroll report for Salary, Council and Wage Staff in the amount of \$231,093.89 for November 2007 and \$247,137.34 for December 2007, Draft Salary and Benefit Disclosure to December 31, 2007, Listing of paid accounts (Cheques No. 58630-58982) for November 2007 in the amount of \$5,908,584.73 and for December 2007 (Cheques No. 58983-59392) in the amount of \$3,335,196.01.

CARRIED UNANIMOUSLY

7.3 ADDITIONAL NAMED INSURED COMMUNITY GROUPS

Administration advised that in 2007 Jubilee Insurance informed all municipalities that the requirements for coverage for community groups as additional named insured's would be changed. The requirements included the completion of a new agreement and a lengthy questionnaire along with a requirement for representation by Yellowhead County on the community boards. As this was a substantial change a report was sent to Council which advised that during 2008 Yellowhead County would be reviewing the groups that were covered; however Yellowhead County would still offer coverage to existing groups for 2008. Administration contacted all of the groups with existing coverage, advised them of the new requirements and received a substantial number of their responses which were then forwarded to Jubilee Insurance.

In December 2007 Jubilee Insurance sent out a blanket email to all participating municipalities which advised that any groups that had not submitted their paper work would have their insurance cancelled effective January 15, 2008. Subsequently the Manager of Insurance & Risk Services sent out a letter in response to the concerns they must have received from municipalities.

Yellowhead County had eight remaining outstanding agreements from community groups and Administration advised them immediately, by registered mail, that failure to respond would result in cancellation of their insurance. Yellowhead County had since received some of those agreements and had forwarded the agreements to our insurer.

RES 018-01-22-08

MOVED BY Councillor Scherger that Council for Yellowhead County accepts for information the report from Administration regarding Jubilee Insurance and additional named insured community groups.

CARRIED UNANIMOUSLY

7.4 RISK MANAGEMENT POLICY

Administration advised in 2007 Jubilee Insurance informed all municipalities that one of the requirements under the new Jubilee Riskpro program was the adoption of a formal Risk Management Policy. Yellowhead County had embarked on the Riskpro modules and through the completion of Module 1 had achieved a 2% reduction in insurance premiums. Further participation in the Riskpro program would result in a further 2% reduction for each module completed for a possible total reduction of 10%.

Risk could never be completely eliminated in the operations of Yellowhead County however it was prudent to recognize the element of risk in a formal policy. The proposed policy targeted the need for a cost effective risk management program to both, minimize risk wherever possible and to manage risks that arose within operations from both inside and outside parties.

RES 019-01-22-08

MOVED BY Councillor Kwirant that Council for Yellowhead County adopts Risk Management Policy No. 1100.10 as presented.

CARRIED UNANIMOUSLY

7.5 EVERGREENS FOUNDATION CAPITAL CONTRIBUTION

Administration advised that they were in receipt of correspondence from the Evergreens Foundation which advised Yellowhead County of the anticipated requisitions for the Jasper Lodge Project capital program. The Foundation experienced some delays in the financing arrangements for their capital program but was now in a position to move forward. The capital requisition would be in addition to the annual operating requisition of approximately \$438,000 and the capital component was anticipated to be \$1,053,586 in each of 2008, 2009 and 2010.

In January 2007 Council was advised that Yellowhead County received a refund of \$661,200 from the Evergreens Foundation and that these funds represented a portion of what Yellowhead County had previously contributed to the Grande Cache Lodge capital program. As per Section 359(3) of the Municipal Government Act these funds represented an over levy for a requisition and therefore must be used against future amounts levied for the Evergreens Foundation requisitions.

The capital requisition for the Jasper Lodge, in addition to the Evergreens annual operating requisition meant that Yellowhead County ratepayers had to contribute approximately three times the amount that they were requisitioned in 2006. In order to lessen the annual impact on our ratepayers, Administration proposed that the refund of \$661,200 (plus interest to date) be applied to the new capital requisition equally over the same time period of 2008, 2009 and 2010. This would result in a more equalized requisition over the three year period and would reduce the annual capital requisition to approximately \$833,186.

RES 020-01-22-08 MOVED BY Councillor Olson that Council for Yellowhead County approves that the application of the previously received Evergreens Foundation refund of \$661,200 (plus interest to date) be applied to the capital requirement for the Jasper Lodge equally over the three year period of 2008, 2009 and 2010 of the capital requirement.

CARRIED

8.1 COUNCIL AND COUNCIL COMMITTEES SCHEDULE

Council reviewed the Council and Council Committees Schedule.

RES 021-01-22-08 MOVED BY Councillor Richter that Council for Yellowhead County accepts for information the Council and Council Committees Schedule as amended:

- Add "February 6 and 7, 2008 Athabasca Watershed"; and
- Add "March 7, 2008 RMRF Municipal Law Seminar:."

CARRIED UNANIMOUSLY

8.2 COUNCIL INFORMATION PACKAGES DATED DECEMBER 12, 2007; DECEMBER 27, 2007 AND JANUARY 3, 2008

Council reviewed the Council Information Packages dated December 12, 2007; December 27, 2007 and January 3, 2008.

RES 022-01-22-08 MOVED BY Councillor Lowe that Council for Yellowhead County accepts for information the Council Information Packages dated December 12, 2007; December 27, 2007 and January 3, 2008 as previously circulated.

CARRIED UNANIMOUSLY

8.3 ORGANIZATIONAL ISSUES UPDATE - JANUARY 2008

Council reviewed the January, 2008 Organizational Issues update.

RES 023-01-22-08 MOVED BY Councillor Webster that Council for Yellowhead County accepts for information the January 2008 Organizational Issues update from the Chief Administrative Officer.

CARRIED UNANIMOUSLY

10.0 MAYOR AND COUNCILLOR REPORTS

RES 024-01-22-08 MOVED BY Councillor Webster that Council for Yellowhead County accepts for information the reports submitted by Councillors Lowe, Kwirant, Olson and Webster.

CARRIED UNANIMOUSLY

11.0 MEDIA ENQUIRIES

The media had the following questions:

- 1) Regarding agenda item 4.1 Board Member Remuneration, what was the policy number?
Council advised that the Board Member Remuneration was Policy No. 1100.09.

Mayor Soroka recessed the regular council meeting at 11:16 a.m.
Mayor Soroka reconvened the regular council meeting at 11:26 a.m.

12.0 IN-CAMERA SESSION

RES 025-01-22-08 MOVED BY Councillor Velichko that Council for Yellowhead County enters into an In-Camera Session at 11:26 a.m. to discuss legal issues.

CARRIED UNANIMOUSLY

RES 026-01-22-08 MOVED BY Councillor Velichko that Council for Yellowhead County ends the In-Camera Session at 11:36 a.m.

CARRIED UNANIMOUSLY

RES 027-01-22-08 MOVED BY Councillor Scherger that Council for Yellowhead County adjourns the meeting at 11:36 a.m.

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER