

MINUTES

Yellowhead County Council held a meeting on April 13, 2010 at 9:30 a.m. in the Council Chambers, at the Yellowhead County Administration Building in Edson, Alberta.

COUNCILLORS PRESENT:

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

COUNCILLORS ABSENT:

Vacant – Councillor, Division No. 5

ADMINISTRATION PRESENT:

Jack Ramme, Chief Administrative Officer
Linde Proskow, Council/ Recording Secretary
Catherine Adair, Communications Coordinator
Barb Lyons, Director of Corporate and Planning Services
Tracy Ruskowski, Development Officer
Don O'Quinn, Director of Infrastructure Services
Debbie Charest, Director of Community and Protective Services

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

1.1 ADOPTION OF THE APRIL 13, 2010 REGULAR COUNCIL MEETING AGENDA

RES 138-04-13-10 MOVED BY Councillor Webster that Council adopts the April 13, 2010 regular council meeting agenda with the following amendments:
- Add agenda item "4.2 Amendments to Administrations Fees Bylaw No. 35.08 Schedule "A" and Dust Control Policy 3200.02"; and
- Add agenda item "6.1 Forest Resource Improvement Association of Alberta Grant Application for FireSmart Initiatives".
CARRIED UNANIMOUSLY

2.1 ADOPTION OF THE MARCH 22, 2010 COMMITTEE OF THE WHOLE MEETING MINUTES

RES 139-04-13-10 MOVED BY Councillor Olson that Council adopts the March 22, 2010 Committee of the Whole meeting minutes as presented.
CARRIED UNANIMOUSLY

2.2 ADOPTION OF THE MARCH 23, 2010 REGULAR COUNCIL MEETING MINUTES

RES 140-04-13-10 MOVED BY Councillor Lowe that Council adopts the March 23, 2010 regular council meeting minutes as presented.
CARRIED UNANIMOUSLY

2.3 ADOPTION OF THE MARCH 23, 2010 PUBLIC HEARING MINUTES FOR BYLAW NO. 13.10 AND BYLAW NO. 14.10

RES 141-04-13-10 MOVED BY Councillor Kwirant that Council adopts the March 23, 2010 Public Hearing minutes for Bylaw No. 13.10 and Bylaw No. 14.10 as presented.
CARRIED UNANIMOUSLY

4.1 COUNCIL WORK PROGRAM/STRATEGIC PRIORITIES CHART

Administration advised that attached to the agenda package and for Council information was the Council Priority Work Program and Strategic Priorities Chart compiled at the 2010 Council retreat by facilitator Gordon McIntosh. Many of the initiatives were already underway.

RES 142-04-13-10 MOVED BY Councillor Lowe that Council accepts for information the Council Work Program/ Strategic Priorities Chart compiled at the 2010 Council retreat by Gordon McIntosh.
CARRIED UNANIMOUSLY

**4.2 AMENDMENTS TO ADMINISTRATIONS FEES BYLAW NO. 35.08
SCHEDULE "A" AND DUST CONTROL POLICY 3200.02**

In 2008 Council had determined that the subsidized rate for calcium chloride application would be 50 percent of the averaged actual rate of application for the previous year. In order to clarify the rate of calcium chloride application, Administration Fees Bylaw No. 35.08, Schedule "A", section 9 was amended to read "As set by Dust Control Policy 3200.02" and Dust Control Policy 3200.02, Fees section, was amended to include "2. *The subsidized rate should be 50% of the averaged actual rate of the previous year's application*".

RES 143-04-13-10

MOVED BY Councillor Richter that Council approves the amendment of Administration Fees Bylaw No. 35.08, Schedule "A", section 9 in order to clarify the rate of calcium chloride application, to read "As set by Dust Control Policy 3200.02";

AND THAT Council approves the amendment of Dust Control Policy 3200.02, Fees Section, with the inclusion of:

2. *The subsidized rate should be 50% of the averaged actual rate of the previous year's application*".

CARRIED UNANIMOUSLY

**5.1 AWARD OF TENDER – CHIP SEAL COAT AND OTHER WORKS –
CARROT CREEK LOOP ROAD; EVANSBURG NORTH ROAD;
TOWNSHIP ROAD 531A (MILLERS LAKE)**

Administration advised that Tenders had closed for the Chip Seal Coat and Other Works – Carrot Creek Loop Road (6.5 kilometres); Evansburg North Road (1.8 kilometres) and Township Road 531A (Millers Lake 1.0 kilometres) on March 4, 2010. There were four tenders submitted for this project with the lowest bid being that of West-Can Seal Coating Inc. of Didsbury, Alberta in the amount of \$643,146.70.

Attached to the agenda package was a summary of the tenders. Yellowhead County's engineering consultant, AMEC Earth & Environmental (Infrastructure), had reviewed the tenders and found them to be compliant. A summary of the tender results was attached to the agenda package.

Yellowhead County had worked with this contractor previously. The consultant had completed reference checks with other municipalities, consultants and financial institutions and all indicated that the contractor was capable of performing the work.

TOTAL PROJECT COSTS:	
TENDER	\$643,146.70
LESS SITE OCCUPANCY	<u>\$ 24,000.00</u>
TOTAL TENDER	\$619,146.70
CONTINGENCIES (10%)	\$ 61,914.67
SITE OCCUPANCY & BONUS	\$ 9,000.00
ENGINEERING	<u>\$ 100,052.28</u>
TOTAL	\$790,113.65

The Chip Seal Coat project consisted of subgrade and base repairs and the application of a chip seal coat to the Carrot Creek Loop Road from Highway 16 West 6.5 kilometres to Highway 16; the Evansburg North Road from the 4 way stop at highway 16X north 1.8 kilometres to Golf Course Access and Township Road 531A from Millers Lake East Access west 1.0 kilometres to the boat launch.

Yellowhead County had allocated \$700,000.00 to this project in the 2010 Interim budget.

RES 144-04-13-10

MOVED BY Councillor Lowe that Council awards the tender for the Chip Seal Coat and Other Works – Carrot Creek Loop Road (6.5 kilometres); Evansburg North Road (1.8 kilometres); Township Road 531A (Millers Lake 1.0 kilometres) to West-Can Seal Coating Inc. of Didsbury, Alberta in the amount of \$643,146.70 (excluding GST);

AND THAT, if required, additional funds be taken from the unused construction budget.

CARRIED UNANIMOUSLY

5.2 AWARD OF TENDER – HAMLET OF WILDWOOD – WILDWOOD NORTH ROAD AND 51ST AVENUE – ASPHALT CONCRETE PAVEMENT AND OTHER WORKS

Administration advised that Tenders had closed for the Hamlet of Wildwood – Wildwood North Road and 51st Avenue – Asphalt Concrete Pavement and Other Works on March 4, 2010. Three tenders were submitted for this project with the lowest bid being that of Ruel Bros. Contracting of Peace River, Alberta in the amount of \$382,631.00. Yellowhead County’s engineering consultant, AMEC Earth & Environmental (Infrastructure), had reviewed the tenders and found them to be compliant. Attached to the agenda package was a summary of the tender results.

Yellowhead County had worked with this contractor previously. The consultant had completed reference checks with other municipalities, consultants and financial institutions and all indicated that the contractor was capable of performing the work.

TOTAL PROJECT COSTS:	
TENDER	\$382,631.00
LESS SITE OCCUPANCY	\$ 13,500.00
TOTAL TENDER	\$369,131.00
CONTINGENCIES (10%)	\$ 36,913.10
SITE OCCUPANCY & BONUS	\$ 4,600.00
ENGINEERING	<u>\$ 77,781.92</u>
TOTAL	\$488,426.02

The Asphalt Concrete Pavement project consisted of subgrade and base repairs and the application of an overlay of Asphalt/ Concrete/ Pavement to the Wildwood North Road from Highway 16X north to the new bridge and from the Wildwood North Road west to 50th Street.

Yellowhead County had allocated \$600,000.00 to this project in the 2010 Interim budget.

RES 145-04-13-10

MOVED BY Councillor Velichko that Council awards the tenders for the Hamlet of Wildwood – Wildwood North Road and 51st Avenue – Asphalt Concrete Pavement and Other Works to Ruel Bros. Contracting of Peace River, Alberta in the amount of \$382,631.00 (excluding GST).

CARRIED UNANIMOUSLY

6.1 FOREST RESOURCE IMPROVEMENT ASSOCIATION OF ALBERTA (FRIAA) GRANT APPLICATION FOR FIRESMART INITIATIVES

Administration advised that in 2009 Yellowhead County had applied for FireSmart funding to complete projects in County campgrounds that related to FireSmart. The initiatives focused primarily on fuel reduction and modification which made the County campgrounds and the surrounding residences safer. Yellowhead County was not successful in obtaining this funding.

In mid-March 2010 Yellowhead County received a phone call from Rick Harrison of Sustainable Resource Development regarding a fifth and final call for proposals from the Forest Resource Improvement Association of Alberta (FRIAA) who advised that funds were available for FireSmart projects that would act as an economic stimulus to the hard hit forest industry. Rick Harrison had assisted Yellowhead County in the preparation of the original grant application and he advised that the County might wish to pursue submitting another proposal for this program. The application deadline for this final call for proposals was March 31, 2010.

The Forest Resource Improvement Association of Alberta was established to promote and initiate projects that enhanced Alberta's forest resources. In keeping with this primary purpose, FRIAA was committed to the administration and delivery of seven programs, being the Forest Resource Improvement Program (FRIP), the Community Reforestation Program (CRP), the Wildfire Reclamation Program (WRP), the Incidental Conifer Replacement Program (ICP), the Mountain Pine Beetle Program (MPB), the Fire Hazard Reduction & Forest Health Program (FHRFHP) and the Forestry Worker Employment Program (FWEP). Yellowhead County's grant application fell under the Fire Hazard Reduction & Forest Health Program.

After learning more about this initiative, Yellowhead County entered into an agreement with Angler Resource Management Co. (ARMCO) who assisted the County in the preparation of the grant application. ARMCO was then responsible to provide the following information for Yellowhead County's Forest Resource Improvement Association of Alberta proposal:

- Professional guidance for project management.
- A shelf ready copy of the Yellowhead County Forest Resource Improvement Association of Alberta project proposal.

- Methods and project plan for Campgrounds and Crown Land Urban Interface.
- Description of activities, areas and hectares to be treated for seven municipal campgrounds.
- FireSmart Plan for the adjacent Provincial areas.
- Estimated number of people employed on this project.
- Proposed businesses involved in the delivery of this project.
- Detailed project budget.
- Description of work to be subcontracted.
- Details on possible impacts on other resources and impacted stakeholders.

Although Angler Resource Management Co. (ARMCO) had a very short timeline, they did put together a very comprehensive proposal. Yellowhead County's funding request to Forest Resource Improvement Association of Alberta was for \$569,709.53. The County received support for this project from a number of stakeholders which included local MLA George VanderBurg and MLA Robin Campbell, as well as from Weyerhaeuser and Sustainable Resource Development. If Yellowhead County's application was successful, the County would look to start the project immediately. The FireSmart project would be put on hold in the campgrounds during the busy operating months of July and August and would resume in September once the campgrounds were closed for the season.

Forest Resource Improvement Association of Alberta would cover the \$569,709.53 in expenditures through a grant to Yellowhead County if the County's proposal was successful (100% cost recovery). If the proposal was not successful, the contract for the development of the FireSmart plan was payable by Yellowhead County as approved in the 2010 interim budget.

RES 146-04-13-10 MOVED BY Councillor Olson that Council enters into an agreement with Forest Resource Improvement Association of Alberta (FRIAA) if and when the proposal for a FireSmart program was approved for funding.

CARRIED UNANIMOUSLY

8.1 COUNCIL AND COUNCIL COMMITTEES SCHEDULE

Council reviewed the Council and Council Committees Schedule.

RES 147-04-13-10 MOVED BY Councillor Scherger that Council accepts for information the Council and Council Committees Schedule with the following amendment:

- Add "April 19, 2010 Committee of the Whole Meeting, 8:30 a.m."

CARRIED UNANIMOUSLY

8.2 COUNCIL INFORMATION PACKAGES DATED MARCH 29, 2010 AND APRIL 6, 2010

Council reviewed the Council Information Packages dated March 29, 2010 and April 6, 2010.

RES 148-04-13-10 MOVED BY Councillor Richter that Council accepts for information the Council Information Packages dated March 29, 2010 and April 6, 2010, as previously circulated.

CARRIED UNANIMOUSLY

11.0 MEDIA ENQUIRIES

The media had no /the following questions:

- 1) Regarding Item 4.2 Bylaw No. 35.08, did the bylaw have to come back to Council annually to change the fee for calcium chloride application?
Council advised that the bylaw had stated that any amendments to schedule "A" of Bylaw No. 35.08 were to be done by Council resolution. The bylaw amendment allowed Administration to amend the rates for calcium chloride application, without bringing the bylaw back to Council annually.
- 2) Regarding Item 6.1 Forest Resource Improvement Association of Alberta (FRIAA) what was the meaning of "in and out"?
Council advised that it simply meant that the County was initially billed and paid for the services and then were reimbursed by the provincial government.

Mayor Soroka recessed the meeting at 9:58 a.m.

Mayor Soroka reconvened the meeting at 10:04 a.m.

12.0 IN-CAMERA SESSION

RES 149-04-13-10 MOVED BY Councillor Richter that Council enters into an In-Camera Session at 10:04 a.m. to discuss a land issue.

CARRIED UNANIMOUSLY

- RES 150-04-13-10 MOVED BY Councillor Webster that Council ends the In-Camera Session at 10:43 a.m.
CARRIED UNANIMOUSLY
- RES 151-04-13-10 MOVED BY Councillor Lowe that Council authorizes Administration to renew Lease HLR 9012001 for a lease term of five years at a rate of \$5,143.00 per annum.
CARRIED UNANIMOUSLY
- RES 152 -04-13-10 MOVED BY Councillor Kwirant that Council adjourns the regular council meeting at 10:44 a.m.
CARRIED UNANIMOUSLY

MAYOR, Gerald Soroka

CHIEF ADMINISTRATIVE OFFICER, Jack Ramme